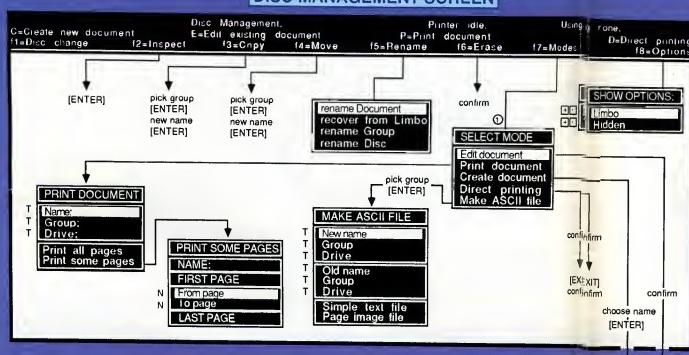


# 8000 PLUS

# LOCOSCRIPT

## THE GUIDE AT YOUR SIDE

### DISC MANAGEMENT SCREEN

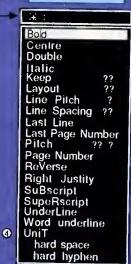


### How to use this chart

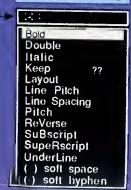
This chart shows all the possible screens and menus that you can see in LocoScript, how to get to each one and where it goes afterwards. To make it easier to read, we've used certain conventions:

- Where there's no other legend, the normal way of using a menu is to place the highlight bar over the item you want using the cursor up and down keys, and then press [ENTER] which both actions the choice and clears the menu off.
- Menu choices in capitals are headings and cannot be selected – the highlight bar will just skip over them.
- If the menu choice has  by it, then you must press  to set or  to clear the choice before pressing [ENTER] to complete.
- If the menu choice has N or T by it, then you must type a Number or some Text respectively followed by [ENTER], before pressing [ENTER] again to complete.
- Some of the simple menus that merely ask you to confirm an action have been left off – the chart just says "confirm" at these points. Press [ENTER] to proceed or [CAN] to stop.
- Where further explanation is needed, we've used a footnote.

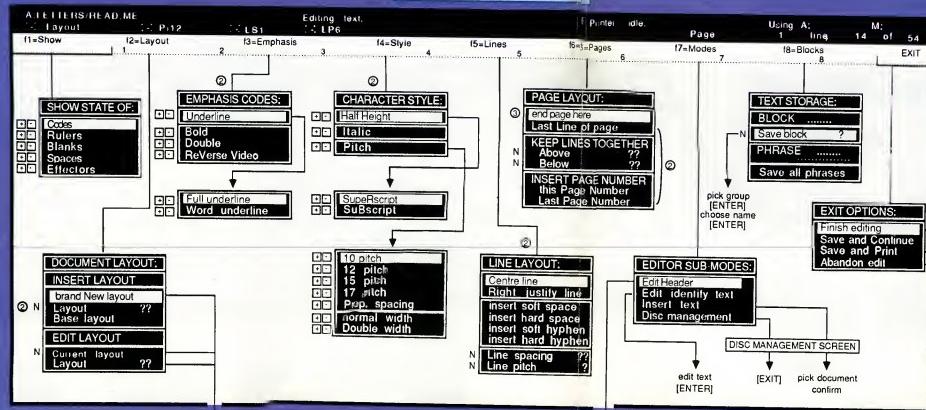
### SET MENU



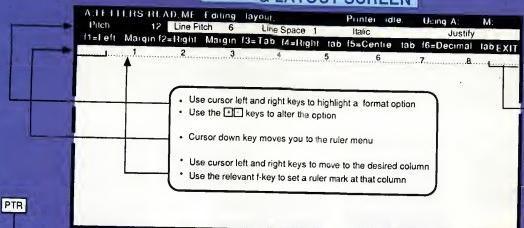
### CLEAR MENU



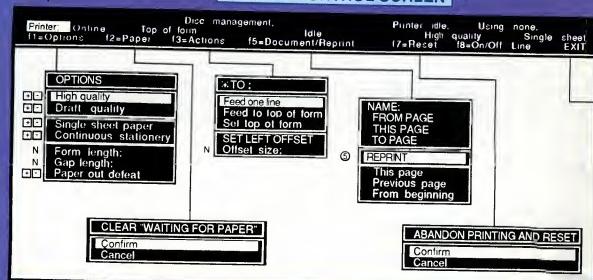
### EDITING TEXT SCREEN



### EDITING LAYOUT SCREEN



### PRINTER CONTROL SCREEN



### FOOTNOTES

1. The choices in this menu can be directly accessed from the Disc Management screen by their initials E, P, C, D as appropriate.
  2. This choice, or all choices in this menu, can also be accessed with the SET () and CLEAR () menus – see the LocoScript manual pp 121-123.
  3. This choice can be directly typed with the key combination [ALT]+[RETURN].
  4. The UNIT choice can only be accessed by the set menu.
  5. The REPRINT choice can be highlighted but not selected – you must use one of the choices below it on the menu.
- LocoScript is a trademark of Locomotive Software Ltd.

Hold down [ALT] to get:



Hold down [CTRL] to get:



**8000  
PLUS**

# LOCOSCRIPT 2

## THE GUIDE AT YOUR SIDE

## How to use this chart

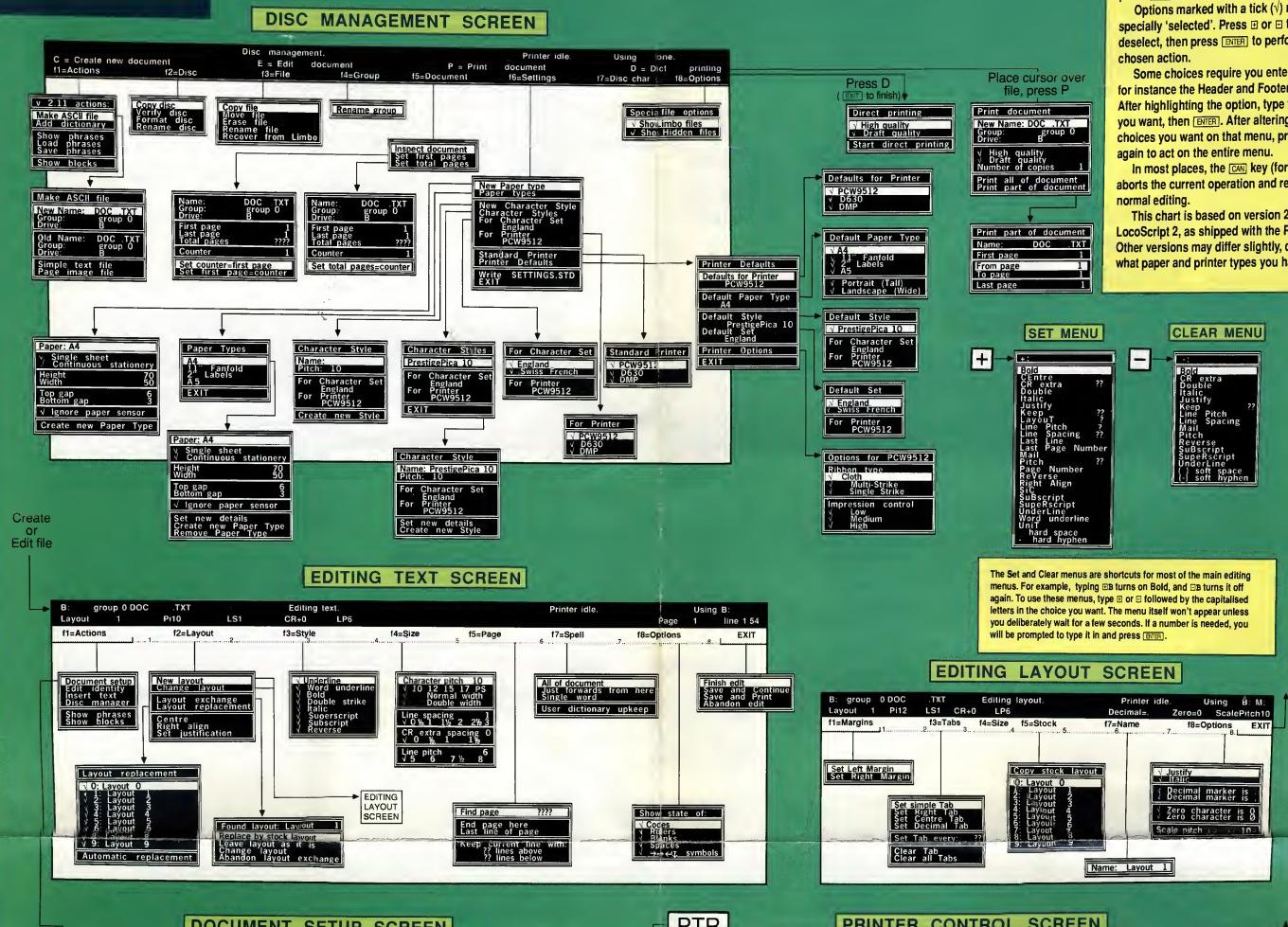
This chart details all the menus available in LocoScript 2. The normal procedure is to press the f-key (**F1**, **F2**, etc.) linked with the menu, use the cursor keys to move the highlight bar over the choice you want, then press **ENTER**.

Options marked with a tick (✓) need to be specially 'selected'. Press **□** or **■** to select or deselect, then press **ENTER** to perform the chosen action.

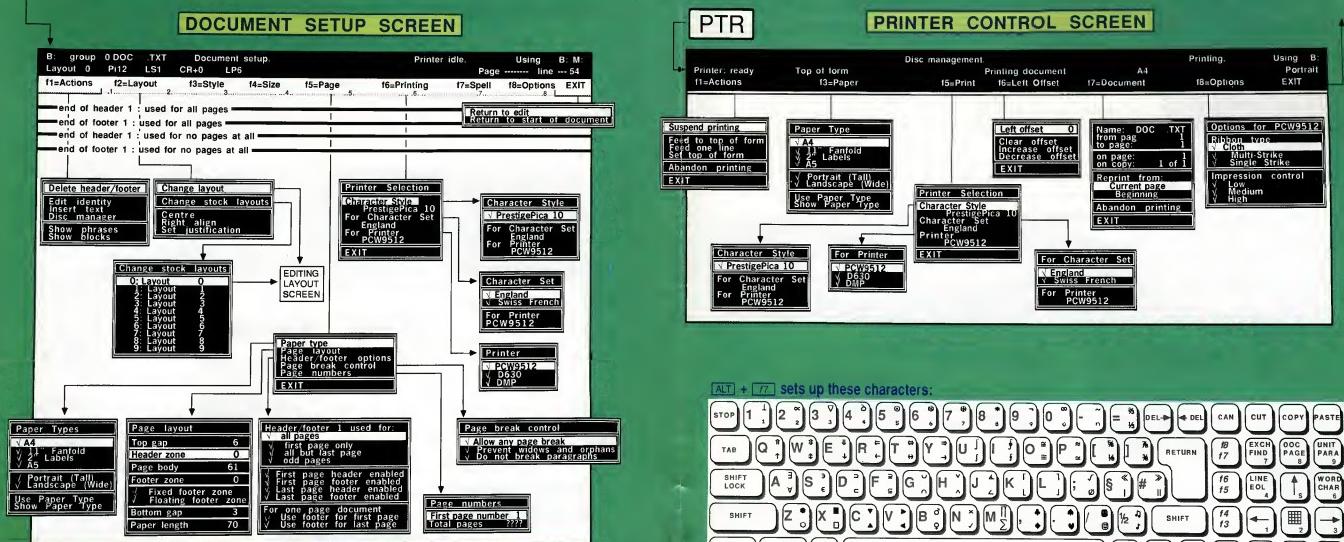
Some choices require you enter a number, for instance the Header and Footer size menu. After highlighting the option, type the number you want, then **ENTER**. After altering any other choices you want on that menu, press **ENTER** again to act on the entire menu.

In most places, the **CAN** key (for 'Cancel') aborts the current operation and returns to normal editing.

This chart is based on version 2.11 of LocoScript 2, as shipped with the PCW9512. Other versions may differ slightly, depending what paper and printer types you have set up.



The Set and Clear menus are shortcut for most of the main editing menus. For example, typing **B** turns on Bold, and **U** turns it off again. To use these menus, type **o** or **o** followed by the capitalised letters in the choice you want. The menu itself won't appear unless you deliberately wait for a few seconds. If a number is needed, you will be prompted to type it in and press **Enter**.



Hold down **ALT** to get:



Hold down **EXTRA** to get:



**ALT** + **[Z]** sets up these characters:



**ALT** + **f5** sets up these characters:



**ALT** + **/3** sets up these characters:



To get back to normal characters, do a **ALT** + **/1**

## Using this Wallchart

### CURSORS

Locoscript uses two types of cursor. The first is a small flashing colon, which is type as you type in the Text. The other is a long Cursor Bar. This type includes: The Menu, Selection cursors, The Group and File Cursors on the Disc Management Screen. Both types of cursor are moved with the Cursor Control Keys, which are on the right of the keyboard.

### ENABLE/DISABLE

The keys for Enable [+] and Disable [-] are found on either side of the cursor bar. Their main uses are to Select or Cancel options on menus or to enable Locoscript that you are about to enter control code. Some menus do not need [+] or [-]; just move the cursor bar till the option required has a tick by it, then press [ENTER].

### EMERGENCIES

In case of emergency the two vital keys are [STOP] and [CAN], found on the top row. [CAN] will cancel a menu if you enter it by mistake. [STOP] stops a process, such as inserting text. It will request another [STOP] for confirmation. Your best insurance is to Save a document regularly, using [EXIT], then selecting 'Save and Continue' with the cursor bar. Then, even if you have to switch off the machine, you will still have a recent version of your file.

This Guide to Locoscript is based on version 2.02, which differs from previous versions in its handling of partial printing of documents and creating ASCII files. To upgrade an earlier version, contact Amstrad.

## Printer

Printer Control State is obtained with the [PTR] key or by pulling back the bail bar on the printer. The Printer Status Bar appears at the top of the screen, with a new set of menus, which control the various printing operations.

### STATUS BAR

Online: ready to print. Offline: on standby. Waiting for Paper: insert paper or [2] to clear. Active: Bail bar back loading. Current position of printing. Printing document or Idle.

Printer Online at line [1] Disc management, Idle High quality Single sheet [2]-Paper [3]-Actions [4]-Document/Reprint [5]-Reset [6]-Off Line EXIT Drive A: 32k free 2 files Drive B: 32k free 2 files Drive C: 32k free 2 files Drive D: 32k free 2 files

Current position of printing. Printing status.

### OPTIONS

[1] Options Select Print quality [+] or [-] Select Single Sheet or Continuous Paper. [+] or [-] Single sheet paper Continuous stationery Lines per page in 1/6 inch. Form length Cap length: Paper out defeat Set automatically for Single Sheet (A4) or Continuous (11 inch) paper.

[2] Papers Clears 'Waiting for Paper' if Printer already contains paper. [ENTER]

[3] Actions Advances paper one line. [+] Advances paper one sheet. [+] Indicates first line of continuous paper to printer. [+] 0-99 sets distance from left margin to start of printing.

[4] Document/Reprint Name: WIZARD.02 From page: 1 To page: 1 Current position of printing. Reprint This page From beginning Select where printing resumes with cursor bar and [+].

[5] Reset Abandon printing and reset [+] Confirm Cancel Cancel printing with cursor bar and [+].

[6] On/Off Line Toggles Printer On/Off line. Stops printing resuming when leaving Printer Control State if it's temporarily halted.

[7] Exit Leaves Printer Control State. Resumes printing if it's temporarily halted.

## Disc Management

Disc Management is the start up screen and you return to it whenever you want to manipulate a file. Look upon each of its sections as boxes in which you place your documents by type.

### STATUS BAR

Group memory used. Drive number: Drive name. Drive memory remaining. Create new document [1]-Create existing document [2]-Open [3]-Rename [4]-Move [5]-Delete [6]-Print [7]-Print document [8]-Print direct printing state. Drive A: 12k used 32k free 25 files Drive B: 12k used 32k free 2 files Drive C: 12k used 32k free 2 files Drive D: 12k used 32k free 2 files LETTERS 2 files SINGLES 5 files CONT 1 files TEMPLATES 2 files LIMBO 1 files LIMBO 2 files LIMBO 3 files LIMBO 4 files LIMBO 5 files LIMBO 6 files LIMBO 7 files LIMBO 8 files LIMBO 9 files LIMBO 10 files LIMBO 11 files LIMBO 12 files LIMBO 13 files LIMBO 14 files LIMBO 15 files LIMBO 16 files LIMBO 17 files LIMBO 18 files LIMBO 19 files LIMBO 20 files LIMBO 21 files LIMBO 22 files LIMBO 23 files LIMBO 24 files LIMBO 25 files LIMBO 26 files LIMBO 27 files LIMBO 28 files LIMBO 29 files LIMBO 30 files LIMBO 31 files LIMBO 32 files LIMBO 33 files LIMBO 34 files LIMBO 35 files LIMBO 36 files LIMBO 37 files LIMBO 38 files LIMBO 39 files LIMBO 40 files LIMBO 41 files LIMBO 42 files LIMBO 43 files LIMBO 44 files LIMBO 45 files LIMBO 46 files LIMBO 47 files LIMBO 48 files LIMBO 49 files LIMBO 50 files LIMBO 51 files LIMBO 52 files LIMBO 53 files LIMBO 54 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# The Complete Guide to the Amstrad PCW 8256 & 8512

**LOCOSCRIPT-  
FREE AND  
EASY?**

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The Competition

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SPREADSHEETS,  
ACCOUNTING**

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**Questions to ask yourself about Spreadsheets**



1. Which one is a **current edition**, written entirely in machine code and supported by its author?
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## How to use the Guide

This is the most complete guide to the Amstrad PCW computers ever published. Here you'll find details of software, hardware and services - from dust covers to £500 programs!

To help you through this maze of products, we've divided them into 15 sections. But whether you're a PCW novice or a micro veteran, the following points will help you get the most from the guide.

- No one program will suit every situation. Where we've looked at a product in-depth, it's not necessarily because it's the best.
- The extended reviews show what you can expect from a representative package. Where there are several examples, they cover various levels of sophistication.
- Check with the distributor before ordering by mail. Software prices have even been known to go down!
- In most cases, prices shown include VAT.
- We've tried to keep the lists as up-to-date as possible. But this is a fast moving industry, so check the Update section.

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The Amstrad PCWs have revolutionised computing overnight. Not long ago a micro capable of running serious applications was beyond the reach of the individual's pocket: now that power is available to everyone.

# The PCW - computing power without the price

In those pre-PCW days, few small businesses could afford a micro, though a hard-pressed one or two person concern could easily profit as much from office automation as the bigger companies, which took it for granted. A computer can take care of many of those mundane chores that waste so much of the working day.

Then the PCWs arrived, providing a one plug system. The compatibility problems, that often face new users were banished. You just connect the three units together,

attach a 13 amp plug to the flex and away you go, safe in the knowledge that the printer will work with the computer.

Secondly, though the PCWs are fully fledged word processors, running a very satisfactory program, *Locoscript*, they are also computers in their own right. They come complete with a standard operating system, CP/M, which allows them to run a vast number of business programs, identical to those available for their bigger brothers.

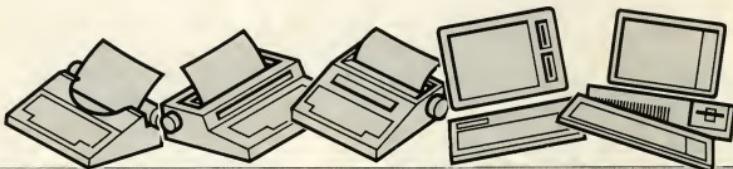
The third step on the PCW road to success is its price. It's not just that for £400 you have a complete system; the reduction in the cost of hardware has led to a reduction in the price of business software too. As publishers realised that there was a market for their products, they dropped the prices of the PCW versions, bringing them into line with the machine itself. For £100 you can buy programs that costs five times as much in their original formats.

Are there points against the Amstrad? A few, perhaps, though they're fast becoming irrelevant. The 3" discs were once in short supply; happily that situation now seems to be a thing of the past. The complete system approach also meant that you had to use the Amstrad printer. While it is very good, it cannot match the quality of a daisy wheel. Alternatives are now becoming available.

The documentation is probably the worst aspect of the package, but training courses are available all over the country and alternative instructions are flooding into the bookshops. Now that half a million PCWs have been sold, business computing will never be the same again. Join the Joyce revolution!

## Alternatives to the Amstrad PCW

If you're still considering whether to buy an Amstrad PCW, this chart should help you to weigh up the pros and cons.



	Manual Typewriter	Electric Typewriter	Electronic Typewriter	Amstrad PCW Computer	PC Clone Computer
<b>TYPING</b>					
Tabs	Not on cheapest models	Limited	Yes	Yes	Yes
Correction Facilities	No	No	Yes	Yes	Yes
Multiple Copies	No	No	No	Yes	Yes
Document Copies	No	No	No	Yes	Yes
Document Storage	No	No	No	Yes	Yes
Type Quality	Uneven	Good to excellent	Good to excellent	Good to excellent depending on printer quality	Good to excellent depending on printer quality
Variables Typefaces	No	No	Yes	Yes	Yes
<b>OTHER USES</b>					
Other Business Applications	No	No	No	Many	Many
Range of Software	N/A	N/A	N/A	Large	Large
Prices of Software	N/A	N/A	N/A	Low to medium	Medium to high
<b>COST</b>					
Minimum Price	£40	£170	£450 not including disc drive complete	£459/574	£850 with basic printer
<b>CONCLUSION</b>					
	Cheap but old fashioned and clumsy.	Quality type but lacks correction facilities.	Why restrict yourself when a micro can do more?	Unbeatable value for money, opening up a world of business computing.	Powerful but at this price for dedicated users only

## INTRODUCTION

When you first open the box, you may be intimidated by the carefully packed components that make up your PCW. Half an hour studying the User Guide will show you how to connect everything, but there are a number of useful hints which the manual omits. . .

The screen is your main output device while working with the PCW, so position it at a comfortable viewing distance, around 18" from your eyes. Don't place it opposite a light source, to avoid reflections. Keep it clean, to avoid glare and perhaps use an anti-glare shield.

# Establishing a work station

Do take time setting up your Amstrad, because a little thought at the start can save an awful lot of inconvenience later. Even before you unpack, clear your workspace or vital components will vanish into a pile of polystyrene. Also note that Amstrad advises you to keep the packaging in case you have to return the machine for repair.

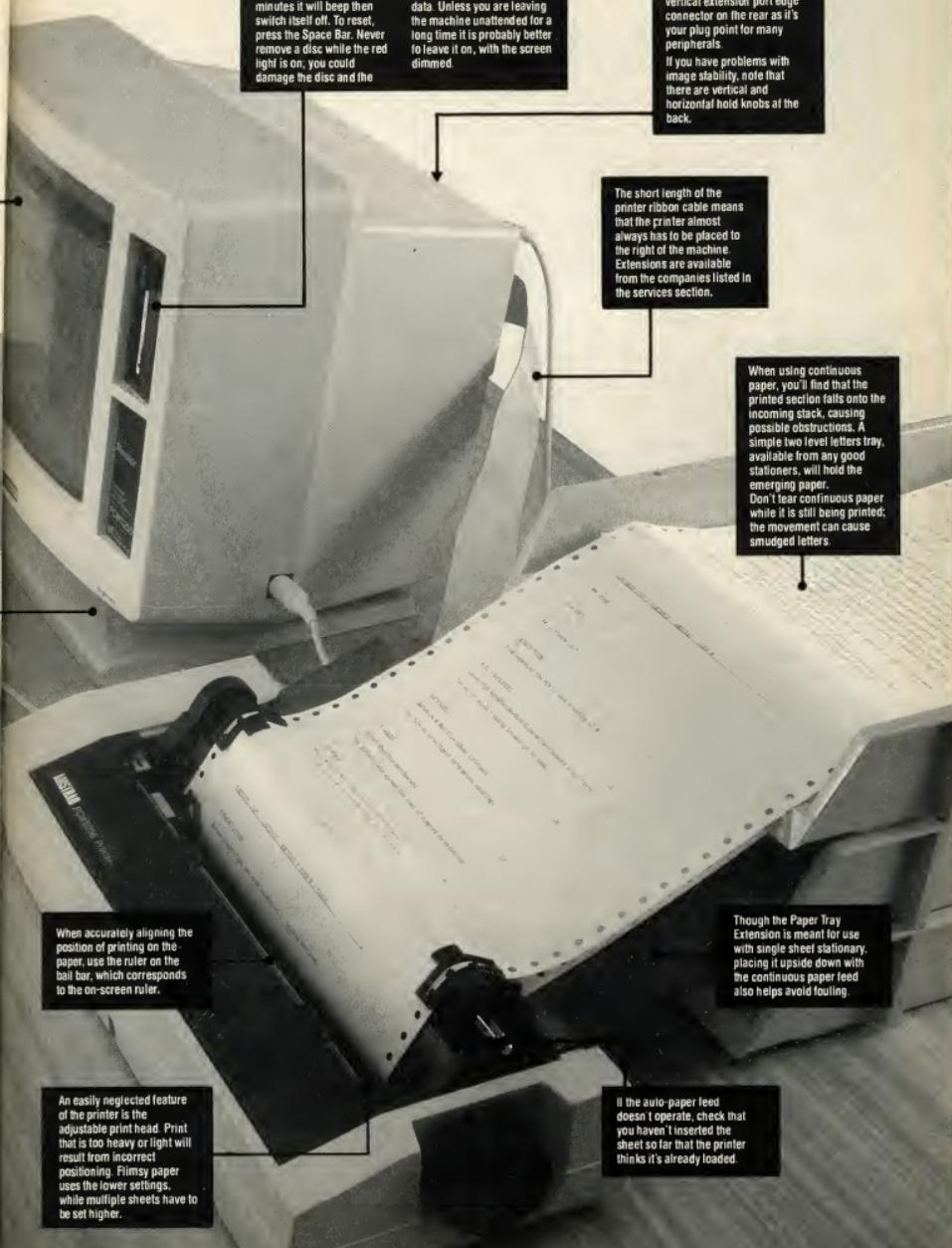
There are three major parts to the PCW: the keyboard, which looks very much like a standard typewriter, with a handful of extra keys to the right; the printer, with its continuous paper and sheet feeds, which are packed separately; the monitor, which contains the computer itself and one or two disc drives, depending on whether you have an 8256 or an 8512.

So much for the hardware; but you are also provided with some software. A computer can do nothing without instructions, and these are contained on the two discs that you'll find in the package. You'll need blank discs too, so buy at least two with your PCW. We look at discs more closely on the next page.

Now it's time to connect all the pieces, put a plug on the power cable, and remove the card that protects the disc drives during transit. But as you'll sometimes be using the machine for long periods, take note of the tips below, to make working with your PCW a more comfortable affair.

Position the keyboard at a comfortable typing height, so that your fingers rest lightly on the keys. Frequent rests will help but it's worth investing in a special table and chair if you want to work for hours without backstrain.

The brightness knob is not only useful for avoiding eyestrain caused by too much contrast. It can also be used to fade the screen when you are not using the PCW, preventing 'image burn'.



## INTRODUCTION

Without a way of storing programs and data, a computer would be of very little use. Magnetic discs provide a speedy method of storing and retrieving information. But you will encounter several kinds of disc when you start to use your Amstrad.

# Discs and Drives

Every PCW comes complete with at least one hardware disc drive. This is referred to as Drive A by **Locoscript**, or any other program that you might run. If you own an 8512, or have added a second drive to an 8256, then this will be called Drive B. When a program expects two drives it will sometimes refer to A as B whenever it expects you to change discs.

In addition there is Drive M, an area of memory which can be used for storage like a 3" floppy disc while the computer is running. It is found in both models, though the 8512 has larger capacity.

Accessing Drive M information is faster than reading from a disc, but everything held in the drive vanishes when you switch off the machine. So it's unwise to use it for anything you cannot afford to lose, unless you're prepared to save to Drives A or B at regular intervals.

There is also a difference between Single and Double Density discs, which is most relevant if you own an expanded machine. A Double Density disc can hold 720K of program or information, and uses a double headed drive which stores twice the number of tracks on each side. It can read from both sides of the disc without it being turned over. Always insert a CF-2DD disc with Side

concerns what you store on them rather than their physical characteristics.

Distribution discs are issued by software manufacturers and the only time you should use them in the machine is to make a copy.

This is called a Start of Day copy, and if it becomes corrupted it can always be replaced. The other type of disc is a File Disc, which only holds the information that you are processing. There is no need to keep the **Locoscript** operating system on your File Discs, for example. Load the program, then change to a newly formatted disc, hitting [F1], and you will have lots more storage space. But **Locoscript** stores files in a different form from most other programs, so it is unwise to mix its files with ASCII ones.

## Do's and Don't's of Disc care

The 3" discs used by Amstrad are far sturdier than the traditional 5 1/4" format. You can happily carry them around in a briefcase or pocket. But it is still possible to lose valuable data, so treat your floppies with care.

**DO** keep your discs in their cases, safe from dust.

**DON'T** place discs near magnetic fields; avoid loudspeakers, transformers, and the PCW monitor itself.

**DO** save at regular intervals. A mains interruption could erase all the work that you've done so decide how much you'd be willing to rewrite, and save before that point. **DON'T** try to back the shutters, revealing the disc surface, or do anything that could damage them.

**DO** back up all files and keep these 'insurance' discs in a separate room if possible.

**DON'T** use distribution discs; always make copies.

**DO** label all discs, and keep them in a logical order.

**DON'T** turn the machine on or off with a disc in the drive.

A nearest the screen.

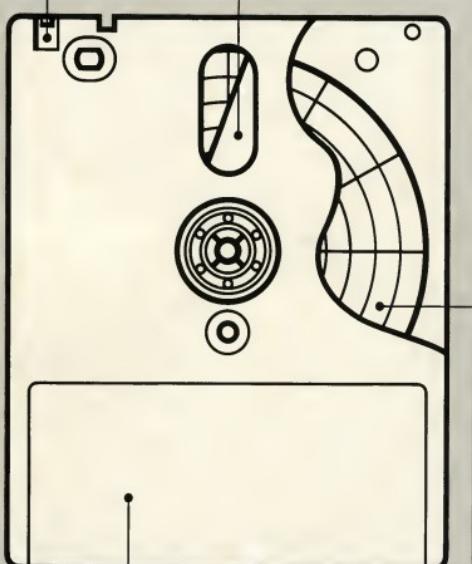
In theory CF-2 and CF2DD disks are not interchangeable, but if you have created a Double Density disc in drive B and then want to use it for a read only operation in A, you can do so.

The only other difference in disc types

## Anatomy of a Disc

The write protect tab. When the tiny hole behind the sliding shutter is uncovered you cannot Save or Write to the disc. This prevents overwriting valuable programs.

The shutter withdraws when you insert the disc into the drive, which is pulled back by the lever on the side of the case.



The disc surface is divided into a series of tracks and sectors, established when you format it. These are filled with information, one by one. As the disc fills, the head may have to search through more sectors before it locates all of the code.



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To unlock fully the potential of your PCW you need a key. The CP/M Plus operating system. CP/M unlocks the gates to literally hundreds of software packages, but to turn that key you need a basic understanding of how CP/M works.

# Understanding CP/M

There are occasions when you'll pick up a new disc, place it in the drive, and it will run immediately. But more often than not you have to load CP/M first. Even then the program may not run until you have made certain modifications. And even if you restrict yourself to **Locoscript**, you'll need CP/M to copy your master discs.

CP/M is not difficult to use. Insert the working copy of your CP/M disc (Side 2 of the software included with your machine) and almost immediately you'll see its characteristic A> prompt. This tells you that the PCW is now accessing the A Drive.

To change drives, type the drive identification letter (M or B, if you have an 8512) then a colon. The prompt will indicate the new drive name. This is known as the default drive.

You can refer to drives this way from within commands to indicate files on a drive other than the one you're logged onto. This method of specifying drives is also used by many programs that run under CP/M.

A common error is to change the default drive, then receive error messages that the file you are trying to use is not present.

Obviously you have to transfer any files that you want to use first, or direct the computer to them by specifying their location.

## Preparing Working Discs

If you want to create discs that run immediately, you need to copy CP/M files onto them first.

**PIP** is the COM program that you need to copy individual CP/M files. It also serves for transfers where there is not memory space for DISKEDIT.

You can type in PIP followed by a space every time, or you can just type PIP [RETURN]. The prompt will change to a star and you will remain in PIP until you hit [EXIT].

The syntax remains the same, however. You type the name of the file that you're copying to, with drive identifier if it is different from the default, an equals sign, =,

**PROFILE.SUB** is a special .SUB file which auto-runs whenever the disc is inserted into a reset machine. Its operation calls for a little programming, and lies outside the scope of this article.

If you want to see how PROFILE.SUB works though, load your working copy of CP/M. Type REN PROFILE.SUB = PROFILE.END [RETURN] then reset the computer. Now place the disc in the drive and it will automatically copy certain files into Drive M.

Many programs provide instructions on how to produce turnkey discs, as auto-run programs are called. However, one process that will speed your work is to PIP the CP/M operating system onto your working disc. This is located on the CP/M disc and is called J11CPM3.EMS or something similar. Whenever you place a disc containing the operating system in the drive you will automatically get the A> prompt, so you just need to type in the program name.

## File Management

The PCW CP/M discs contain a number of programs, some more useful than others. The File Management commands let you keep your discs in order.

**DIR**, for Directory, lists the files on a drive or can tell you if a specific file or file type is present. Type in the command after the A> prompt, and don't worry about upper or lower case letters; CP/M automatically translates to upper case. Follow the instruction with [RETURN] and a list of the programs on the drive, including DIR.COM

and then the name of the document to be copied.

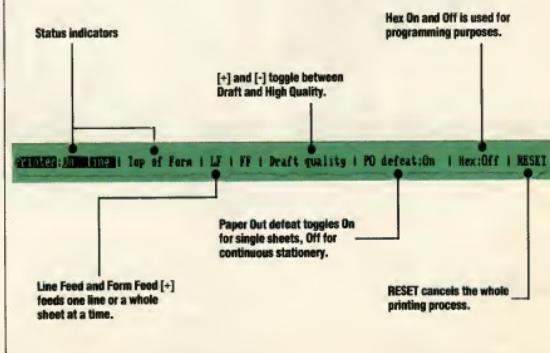
PIP often uses M: as a halfway house between discs on an 8526. It is also often used with the wildcards, so you could PIP all the COM programs with \*.COM, but beware of trying to load too many programs into a restricted memory space.

You can follow PIP commands with an O in square brackets, [O], to double check that the whole program has copied, or a [V] to verify by comparing the copy with the original. [C] asks for confirmation, as before.

**SUBMIT** is another command that you may need to prepare working discs. It causes any commands of a SUB file type to execute. Type SUBMIT, then the file name or wildcards, and CP/M will behave just as if you had typed in a series of commands.

## Printer control

Altering the PCW printer status while operating under CP/M is similar to working in **Locoscript**. Hit the [PTR] key or pull back the feed lever and the following menu appears. The arrow keys move the block cursor sideways. [EXIT] returns to the program.



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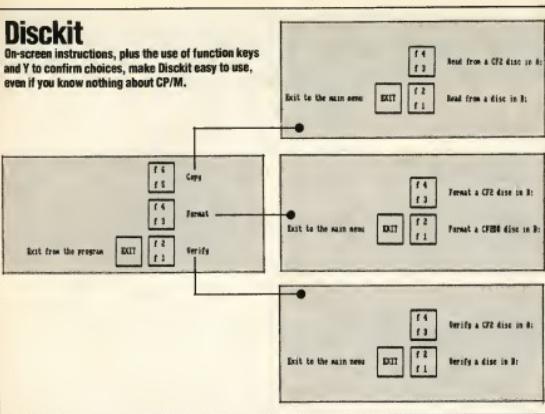
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## Diskit

On-screen instructions, plus the use of function keys and Y to confirm choices, make Diskit easy to use, even if you know nothing about CP/M.



itself, will appear. DIR DISKIT will tell you if that file is present or DIR \*.COM will indicate all the .COM files.

**DISKIT** is the useful general utility that you can use for copying complete discs as well as formatting new discs, and Verifying that a program has copied properly. Type in the command as before and the utility will load from the disc.

This is a very simple utility, making great use of the function keys plus the Y key to confirm choices. Follow the on-screen instructions step-by-step and you won't go far wrong, but do remember one or two basic points.

Copying a program will probably take at least two stages to complete, so swap discs as and when required.

Formatting a disc erases everything upon it, so make sure that you are not accidentally obliterating valuable data files. For the second, Double Density drive, discs must be formatted for that drive, so that they contain the correct number of tracks for the head to read. Both sides are formatted in one operation, so don't turn the disc round.

Returning to CP/M itself, you may require information about files or wish to perform actions upon them.

[SIZE] after a DIR and a file name indicates the size of the file.

**SHOW** tells you how much free space is left on a drive. RW indicates that the disc can be written to and read from, though not necessarily that the write protect hole of the disc is shut.

[DIR] after SHOW and a drive identifier tells you how many more files, to the maximum number of 64, memory permitting, can be placed on the disc.

**TYPE**, followed by a name, shows how a file is made up. You can add to or alter these command lines to modify a file and make it do just what you want.

**REN** renames a program, and once again the command works logically. Type REN, followed by the new name, then an equals sign (=), and finally the old name, followed by [RETURN], to tell the computer that the

new name is the same as the old one. **ERA** erases files, however once erased there is no way of retrieving a file, so treat with caution. For safety's sake, type a pair of square brackets with a C for confirm between them, [C], at the end of the command and it will ask you ERASE (file name) (Y/N)?

## What is CP/M Plus?

If every program had to be rewritten for every micro on which it appeared it would not only be a waste of time and effort, but would raise the price of software. **CP/M Plus**, the version of CP/M used by the PCW, makes programs portable, acting as a bridge between the program's code and the computer's Processing Unit.

The best way to visualise CP/M is as an adaptor, like those used with electrical goods in foreign countries. One side always fits the appliance or the program, while the other can be made to fit many special sockets or computers. When you load your CP/M disc it looks like any other CP/M computer to the program.

As the 3" disc is almost unique to Amstrad, many programs are ready to run on the PCWs. If you are using a non-standard printer you may have to make changes though. To this end, there are many short CP/M programs available.

## Supporting CP/M

CP/M may seem terribly technical, but help is at hand. The CP/M User Group (UK) is a private club that exists to help CP/M users on all machines, though there are specialist Amstrad groups.

As well as its telephone helpline, the group has journals and newsletters and a library of public domain software which it provides speedily, for a minimal sum to cover disc and postage costs.

This free CP/M software came about when certain users wrote programs that they wished to distribute but not to sell. There is now a good body of utilities and even games available from the group. Direct membership enquiries to The Membership Secretary, CP/M Users Group (UK), 72 Mill Road, Hawley, Dartford, Kent.

The Amstrad Computing Newsletter has instituted another such library and the contacted is Chris Bryant, 11 Havenview Road, Seaton, Devon EX12 2PF (0297-

## File Types and Wildcards

A CP/M file name has three parts. First is the drive identifier letter followed by a colon. If you omit this element, the program will refer to the default drive.

Next is the Filename, of up to eight characters, which are usually just letters and numbers.

The Filetype, preceded by a full stop, can be up to three characters long. It indicates the file's purpose. A .COM file is a file that contains a program that CP/M can run; a BAS file is a BASIC program.

Rather than typing in all of this each time you use CP/M there are two 'Wildcard' operations.

? represents any character, and can be used anywhere in a name.

\* represents any number of characters, and can be used alone or with other characters.

So DIR ?\*C.\* would provide a directory of all files that begin with D, have C as their fourth letter and any number of letters following. The \* after the stop indicates that they can be of any type. In this case DISKIT.COM fits the template. \*.\* indicates all the files on the drive.

20456.

Another major source of public domain software is Oavis Rubin Associates, which publishes a handbook describing 70 such programs, with clear instructions on their usage. It comes complete with the programs on 3" discs for only £39.95. Contact Davis Rubin Associates Ltd., 1 Canonborne, Weston Sub Edge, Chipping Campden, Glos. GL55 6HQ.

For those who want more information on the operating system, there are several guides available to supplement the manual, including: The Amstrad CP/M Plus by Andrew R.M. Clarke and David Powys-Lybbe, MML Systems Ltd.; Mastering the Amstrad PCW 8256/8512, by John M Hughes, Sigma Press, contains three introductory chapters; an audio tutor is available from Reel Time; and for double drive owners, the Hands-On CP/M Plus computer course comes from Microcal.

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Why buy a word processor for the PCW when it comes complete with **Locoscript**? It's all a question of whether the bundled software matches your needs.

# Beyond Locoscript

A word processor lets you write all sorts of documents which it stores in the computer's memory until you switch off. At any stage you can make changes and, providing you've saved your file to disc, you can come back weeks, months or even years later to make further alterations.

The advantage of word processing over ordinary typing is that you're not committed to hard copy until you're satisfied with the text. Most people find that the act of writing becomes less of a challenge when they know that all their mistakes and typing errors can be corrected before they reach the printed page. This is one reason for the Amstrad's success.

Many people who buy a PCW get to grips with **Locoscript** and remain quite content with what they've got. But even if you've never considered an alternative, you should look at the competition. Many packages boast facilities which **Locoscript** lacks, and those could be just the features that you're looking for.

On the face of it, **Locoscript** is both powerful and friendly. Documents are easy to create, load, move around and modify via a combination of cursor controls and function keys. The printing output, often a bugbear for word processing programs, is also fairly easy to control. The standard templates allow you to produce form letters and layouts for a whole series of common documents.

But there are disadvantages associated with this power. **Locoscript** files take up a lot of disc space and the large number of features make it practically impossible for **Locoscript** documents to be understood by other programs because of the number of control codes embedded within them.

This creates problems if you want to communicate files between computers, whether you're swapping discs between programs, or need an electronic mail facility. Normally such interchange depends on a common system called ASCII (American Standard Code for Information Interchange).

ASCII assigns numbers to the characters on a computer's keyboard. If you save or send a file in this format, it can be readily understood by an otherwise totally incompatible software/hardware system.

Early versions of **Locoscript** can't produce ASCII files at all, so their documents can only be read by programs such as Polyword that include a **Locoscript** to ASCII transfer utility. Although later versions can save a file to ASCII, they can't read it back. You could use **Locoscript** to prepare a file for transmission on electronic mail, but you couldn't use it to manipulate what you receive. It's a serious omission as most

other word processing programs are ASCII compatible.

Another problem associated with **Locoscript**'s friendliness is that, in certain instances, it lacks flexibility. The checks and balances in the program can act like tramlines and stop you doing anything out of the ordinary.

## What to look for in a Word Processor

If you type or write a document, be it a memo or a novel, you commit all your thoughts - and all your errors - to paper. Alteration and correction is messy and time consuming.

A word processor stores your typed thoughts as electronic signals. Each byte, consisting of eight bits, represents one character; a letter, punctuation mark or code to control the appearance of the text on-screen or in print. Those thoughts only ever become concrete when you send them to the printer, and you can still store them on disc and make further alterations.

The most important feature of a word processor is WYSIWYG, or What You See Is What You Get. This means that the screen image will look like the finished text. Even so, it can seldom cope with different type faces.

Ask how fast the program is. It should be able to cope with a good typing speed. Watch the end of a line when the cursor word-wraps onto the next one; is there a delay? Can the cursor be moved quickly? Ideally, you should be able to flip from the top of a page to the bottom, or even to the bottom of the document, quickly.

Does it support a number of delete

In this instance **Wordstar** and **New Word** have their attractions, as their complexity is balanced by their power. If for example, you want to produce circulars, they allow you to process large lists automatically, and will make it easier for you to link into sophisticated databases.

Having read this, and the reviews which follow, you may still feel happy with **Locoscript**, but if that's the case you'll have made the decision from a position of knowledge rather than prejudice.

In the final analysis, all word processors have their good points, albeit sometimes rather obscure ones. Deciding which one is for you will depend heavily on your usage and personal taste.

commands? Deleting letter by letter is tedious if you have to remove a whole sentence. What about moving blocks of text? If that paragraph would look better earlier in the text, you don't want to type it in again.

Do you need special printing effects? Even if you don't want different fonts and type-faces, you might need to underline, use italics or produce super- or subscripts. If you send copy abroad, the ability to produce accents will be useful.

You may want to mailmerge names and addresses from a database, or perhaps you'll want to include figures or graphics from another program. Do you need multiple columns and sophisticated tabulation? Is a spelling checker available as an extra or is one included with the program? And will your program output files in a format that could be used for other applications, such as communications?

Finally, you have to balance the program's sophistication with its ease of use. After all, if you spend half an hour consulting a manual to find an effect, you might be better off with that typewriter after all!

**WYSIWYG - What You See Is What You Get** doesn't cover all the printing effects, but at least text will be formatted so that you can see where lines and pages break.

THIS IS A DEMONSTRATION OF WHAT YOU SEE IS WHAT YOU GET OTHERWISE KNOWN AS WYSIWYG

This means that the document will be printed as it appears on screen, including all line breaks, paragraphs, and most printing effects. Certain effects are not shown, such as bold type, subscript and superscript, and the like. You should therefore display the printing codes that indicate where such effects are being used.

THIS IS A DEMONSTRATION OF WHAT YOU SEE IS WHAT YOU GET OTHERWISE KNOWN AS WYSIWYG

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Certain effects are not shown, such as bold type, subscript and superscript, and the like. You should therefore display the printing codes that indicate where such effects are being used.

## **WORD PROCESSING**

For anyone with little or no previous word processing experience **Locoscript** provides an ideal introduction. It is simple to use, despite any impression you may get from the manual, and flexible enough to enable you to produce documents of many different types.

# **Locoscript**

Since **Locoscript** was specifically designed for the Amstrad PCW, the keyboard has many keys dedicated to commands which are accessed by control codes in other packages. This is, on the whole, an easy system; once you are accustomed to it,

But if you are used to **WordStar**, or another 'standard' word processor, you may find it takes a bit of time to familiarise yourself with **Locoscript**. It is radically different from those other packages. Its screen layout, its filing system for documents, and its method of keyboard control will all be alien to you.

**Locoscript's** unique Groups, Documents and Templates are particularly useful if you writing frequently falls into the same few categories. It makes for an easily organised system, though it is expensive on memory.

The eight groups on each disc let you keep similarly styled files together. And the templates simplify writing documents which share an identical format, since the parameters don't have to be established each time. Used in conjunction with Locoscript's pleasingly simple phrase storage facility, which lets you paste in a particular phrase rather than typing it out many times, this is a great time saver.

Printing effects are also easy to achieve. You can use the Enable and Disable keys with the menus or just the mnemonic code. Say you want a passage in Bold type, you can hit the Enable key, wait for the menu, select Bold and hit Enter, or more simply, hit Enable, then B for Bold. Adding codes becomes a natural part of your typing.

**Locuscript** does have its drawbacks though. The omission of both a word count and a spelling checker from the program is frustrating. Even its line count can be hazy, because you have to remember line spacing and how many lines the headers and footer are taking up.

Another problem is disc capacity, though this is less relevant for 8512 owners. The 174K single density disc is quickly eaten up when you build up a stock of templates or have to store documents for any length of

time. The best answer is to back up.

**Locoscript** on a spare disc, delete all of the templates provided by Amstrad that you don't want, then use a blank disc, or side B of the back up disc, to hold your day-to-day files.

**Locoscript**'s lack of compatibility with other programs which you might want to use with your documents, such as spelling checkers, mail merge, or word counters, is also irritating. Version 1.20 has an option to make an ASCII files from your documents, which puts them into a format compatible with other CP/M packages. However, once you've done this, it removes all the special **Locoscript** markers, which usually pertain to the layout of your document, and you will have to reinsert them into the document later.

Anybody who has tried to write a long document with **Locoscript** will know how slow it becomes. Every time it has to scroll through pages of text, instead of flipping straight to the last page. The fact that Save and Continue returns you to the head of your text, rather than where you stopped writing, results in yet more wasted time. The only answer is to break long files down into sections of, at most, ten pages.

**Locuscript** is a good first word processor, with many useful features, but if you want to produce long documents, interact with other programs, or learn a standard system, then you would do better looking for an alternative.

## **Working With Locoscript**



**Locoscript's Base screen, Pressing C enables you to create a document. To identify it, simply overtype DOCUMENT.001 with the chosen name. To rename the group, press the [-] cursor once, to highlight Group: group 0, and type in the new name.**



One of Locoscript's most useful menus, obtained by pressing [+] and the Grid key, 2, to the right of the keyboard. It shows the codes used to enhance document presentation. Options are selected by moving the cursor to highlight the one you require. To switch off an option, use the [-] key with the Grid, to access the menu again.

Lessonscript's unique Groups, Details and Templates are especially good if you're writing frequently falls into the same few categories. It makes for an easily organized system, though it is expensive in memory.

[LayoutII]

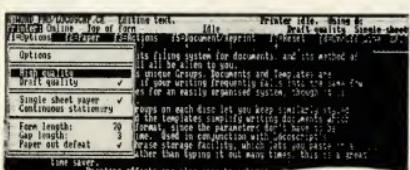
Lessonscript's unique Groups, Details and Templates are especially good if you're writing frequently falls into the same few categories. It makes for an easily organized system, though it is expensive in memory.

Keep similar styled files together, and the templates simply writing documents becomes a snap. The layout is great, since the parameters don't have to be established each time. Used in conjunction with the amazingly simple phrase storage facility, which lets you paste in a phrase and have it stored for use later, putting it out many times, this is a great time saver.

Printing effects are also easy to set up.

Printing effects are also easy to

**Editing your layout.** Set up a template so that any documents in the same group will conform to the same style. Pitch refers to characters per inch; Line pitch to lines per inch. You can also set Left and Right Margins, Tabs (indentations), Justification, and Spacing.

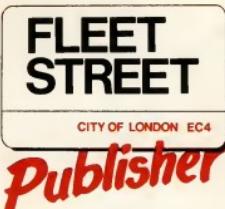


**Printer options.** Before committing yourself to print, it's worth checking the parameters. Do you want to print out in high quality, which is slow but near letter quality, or draft, which is fast, dot matrix standard? Are you using single sheets of paper? Will you get the right number of lines to the page? Move the cursor to

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## WORD PROCESSING

Pocket WordStar and NewWord come from different companies but share many of the same features. It's not surprising really, as NewWord is a version of the classic WordStar and is written by the same authors. Whatever your needs, it's well worth looking at two programs that have become industry standards.

# Pocket WordStar and NewWord II

Though WordStar and, to a lesser extent, NewWord, can be difficult, millions use them on micros many times the price of the PCW. On the other hand there's practically nothing you can't do with them — provided you know the relevant control code or dot command. If you're considering buying either of these programs you should take both these factors into account.

WordStar's main problem is that the learning curve soon becomes quite steep even though it's easy to get started. You can use it as a simple text processor and not bother with the advanced features, but if that's all you want, you'd be better off sticking with Locoscript or using a less powerful alternative.

The main reason for this initial difficulty is the use of dot commands; two letter instructions which control top and bottom margins, headers and footers, alter printing formats from within a document and perform similar functions. Once you've

understood these, and the major control codes which move you around the program and the document at speed, you're pretty close to total control of your output.

Learning them can be a big problem though, particularly if you rely on the manual supplied by MicroPro. All you get for the PCW is a leaflet tucked into the front. But get yourself a good book on the subject and you can use WordStar in spite of the manual. Once you're over that hurdle you'll find a wealth of word processing power at your finger tips.

WordStar has an associated mailing list program and spelling checker, MailMerge and SpellStar. But if you require a utility which isn't included there is also a 'Run a program' facility to let you use external programs. You can add any programs that will run under CP/M to the disc, providing that there's room for them, and make your copy of WordStar do things that the release version can't. The most logical addition

would be a word count, which is absent from the PCW WordStar.

NewWord is WordStar compatible, uses the same controls, but is a little easier to understand. It adds a word count facility and has a comprehensive manual that takes you step by step through the program. It's also a little cheaper, but when buying software this should never be the only criterion.

NewStar, the program's supplier, has also taken the helpful step of including a leaflet explaining how you install the program for the PCW. WordStar is partially pre-installed but it isn't configured to use the PCW keyboard and doesn't make use of Drive M.

Unless you do a lot of word processing you're unlikely to need the full power of either of these programs, but if your usage is heavy and complex, then they're well worth the extra money. In such cases your choice of WordStar or NewWord will depend on personal preference, for the two programs are both excellent.

## FACTS BOX

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### NEWWORD II

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## WordStar and NewWord at work



WordStar's opening menu shows some of the basic commands but lacks information on how to reach the Help screens. Pressing D and specifying a file takes you to the Edit menu. The main menu can always be retrieved while editing a document by pressing ALT + K.



NewWord's opening menu shows some of the basic commands but lacks information on how to reach the Help screens. Pressing D and specifying a file takes you to the Edit menu. The main menu can always be retrieved while editing a document by pressing ALT + K.



NewWord's main menu is textually similar to WordStar's but replaces the need to set the help level with key F1 for Help. NewWord also lets you log onto sub-directories, for example B1, though these can cause problems if you want to use your files in other programs.



WordStar and NewWord incorporate copious help features, although they're not always as clear as they might be. Here is part of WordStar's Block and Saving Help screen, which is obtained by pressing ALT + K. NewWord's help screens are rather clearer.

A self-contained word processor package may sound like a dream, but that's what **SuperWriter** aims to be... and it's all menu driven!

# SuperWriter

**SuperWriter** approaches word processing from a rather original angle. All its facilities are accessed via a system of hierarchical menus. That may sound a touch intimidating, but the logical structure of the system allows even a total novice to get down to work almost immediately.

The package is both powerful and comprehensive, and it achieves this by ingenious means. On the 8256 the dictionary, spelling checker and print driver are called into memory from disc, as overlays, each time they are required. With an expanded M: drive, the PCW can hold everything in memory all of the time and still have plenty of room for text files.

Selections are made from the **SuperWriter** main menus by moving the cursor with the Space bar then hitting Return. Exit serves as an Escape key and always returns to the previous menu level, so a selection made in error is never disastrous.

The actual editing of a document, which

may be stored on the M:, A: or B: drive, is done in the **SuperWriter** workspace. If it's a new document, its name and the drive to which it will be saved, if this is different from the default, is entered. Then, before writing commences, the author's name and date are requested, to be stored with the document file.

This provides a useful feature for anybody who needs to keep a close record of their text. Used in conjunction with the Utility option on the main menu, the history of the document's creation can be amended or viewed.

Pressing Exit during an editing session calls up a line of single letter options at the bottom of the screen. This accesses a standard selection of word processor facilities, including find, replace block mark, block move, block delete and copy.

This is also the menu that lets you save the contents of the **SuperWriter** workspace to disc or discard it. This last option means that if you've called up the wrong file, or had second thoughts about changes you've made, you can leave the text in its original state, much in the same way that **Locoscript** provides an Abandon Edit choice.

Documents which have been saved to disc may be spooled, so that they are printed as a background job, while other files are edited. The Utility sub-menu also allows files to be displayed, so that you can look at their contents, included in other

documents, deleted or renamed.

Another **SuperWriter** strength is its use of variables. These can be set so that during printing the program stops and prompts an input, such as a name. Or you can produce newsletters and circulars automatically from data files that you enter.

All in all, **SuperWriter** is a powerful word processor, supported by comprehensive documentation. It comes very close to being an all-in package with the distinct advantage of a logical, menu-driven nature of operation.

A complete novice can start serious work with the program almost immediately, gradually building up a working knowledge of the powerful facilities on offer. Advanced users will find much to please them, including the clever mailmerge facility.

The main problem would appear to be the memory used by the system, which leaves very limited space on the 8256. But if you don't want to use **SuperWriter** for very long documents, and need its multitude of features, or compatibility with the **Supercalc** spreadsheet, it can be highly recommended.

## FACTS BOX

### TITLE

**SuperWriter**

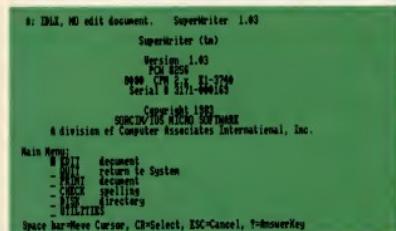
### PRICE

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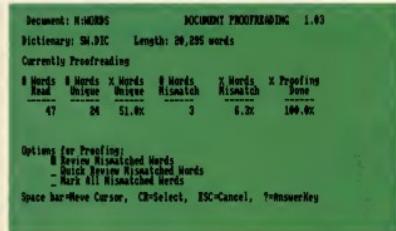
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Software City

## What's on the SuperWriter menus?



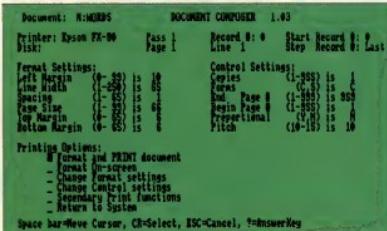
Edit opens both old and new files, while Quit returns to CP/M. Print leads to its own sub-menu. Check brings the spelling checker into operation. Disk not only leads to the drive directory, but also allows files to be examined without editing. Utilities accesses file handling routines, and lets you use Supercalc.



Checking spelling couldn't be easier. Select the Check spelling option from the main menu, input the file name and the spellchecker goes through the document, giving a progress report on its findings. Once the file has been checked, mismatched words can be ignored, Marked or Added to the dictionary.



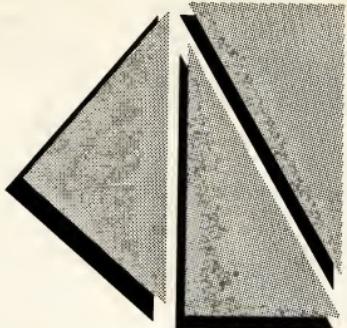
Saving during an edit leads to this menu. It allows far more than a straight save. The document can be renamed and saved, perhaps to a different drive, indicated by a letter and a colon. The output format may also be altered from SuperWriter to External or System, letting you port it into other programs.



The Print menu contains a screentful of information on the current format and control settings. These can be altered via the appropriate print menu options. A document can be formatted on screen before printing, to preview embedded format commands and so avoid wasted paper.

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## **WORD PROCESSING**

**Tasword 8000** is the latest in a long line of word processors that were originally developed for home computers like the Spectrum. It combines simplicity with several original features but do they add up to a viable alternative to **Locoscript**?

# Tasword 8000

**Tasword's** origins can be seen in its manual, which is brief but informative, and the general style of program. But don't prejudge it; the program itself is pleasant to use and supports justification, text centring, character, word and block deletion.

Normally there is an abbreviated Help screen at the top of the text entry window, but a fuller one is obtained by pressing Stop. This fills the screen with details of the program's control keys. Though it's chaotic compared with hierarchically arranged Help screens, where you press a key for more information, it has the advantage of providing everything you need to know at one go, making it easier to use the program's full facilities.

**Tasword 2** was supported by a number of print and display utilities which are still to be found in this latest version. These allow you

to print parts of your text in different typefaces.

You can produce condensed, double strike, elite, superscript, subscript, italic, condensed-enlarged and enlarged, in addition to the more florid faces supported by the optional Tasprint facility. The various typefaces can't be mixed with normal print on the same line, but can be mixed with each other.

There is also a simple but effective data merge facility which allows you to insert information from a database to produce mailing lists, circular letters and so on. It must be seen as one of the main attractions of **Tasword**.

To insert data you use the '&' character to indicate a variable. So, if you're writing a circular you could type 'Dear &N'. Names would then be inserted automatically by the

program, or the printer could be stopped and you could enter them by hand. This facility can be used with the high-powered database, dBase II.

**Tasword** has a file transfer capability, which allows you to transform Locoscript files into **Tasword** format. You can therefore produce original text under the system known by practically all PCW owners, then transfer it to **Tasword** for its enhancements.

**Tasword's** notepads are another useful feature. You can use these for reminders that are unconnected with the current document. Or if you want to work on something which will be inserted towards the end of the document, you'd use a notepad and plug it in later.

notepad and plug it in later.

Standards being standards, there's no way **Tasword** will supplant **Wordstar**, or even **Locoscript**, but it's not expensive and should find itself a niche in the market. It's missing certain functions, like Search and Replace and a Word Count, but it has many attractions, whether you use it as an extra or instead of Locoscript.

---

**FACTS BOX**

---

**TITLE**  
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**PRICE**  
**£24.95**  
**PUBLISHER**  
**Tasman**

---

## **Using Tasword 8000**



Tasword's main menu is accessed from the text window by pressing **Exit**. The main commands are single keystrokes, and in the case of irreversible commands, you're presented with a double check, confirmed with **Return**. You have to **Save** or **Load** to view the directory and you can't save a file in the format **Disc Identifier:Filename** if you're logged onto a different drive.



**Pressing Stop during editing gives you the full Tasword Help screen, which is cluttered but highly informative. During normal editing a window onto the Help screen appears at the top of the screen. You scroll through it with the plus and minus keys.**



Tasword is unable to read Locoscript files unless you convert them to ASCII format. The document usually needs to be reformatted to an acceptable width though. The notepad, at the top of the screen, was obtained by scrolling down beyond the base of the Help screen.

The Merge Text menu displays the directory of Drive B. Pressing Copy instead of Return after the filename lets you view the file during loading, and the whole procedure can be abandoned with Stop.

## WORD PROCESSING

If our in-depth examples have whetted your appetite, here are several other word processors, and related programs, to make life at the keyboard less of a strain.

# Improving your word power

## Word processing packages

Though they are not in the same league as **WordStar/NewWord**, packages which couple a word processor with a suite of programs can have their own attractions.

### POLYPROGRAMS

NewStar  
£59.90  
(Polyword + Polyprint £29.90; Polymail £19.95; Polyplot £24.95; Typeface discs 2 and 3 £19.95 each)

**Polyword**, **Polyprint**, and **Polymail** are three quarters of a suite of programs; the fourth being **Polyplot**, which produces graphs for inclusion in your text. They are available separately or as one package.

**Polyword**, the word processor, uses **Locoscript's** control keys to lead to series of small menus, rather than a main one with sub-menus. If you have experience of **Locoscript**, there should be no problems.

As a stand-alone word processor it's not earth shattering, but its usefulness rests on its links to the other three programs.

**Polyprint** is also menu driven and can produce 25 typefaces on a dot matrix printer. Nine fonts are supplied with the package, and the others are available on two discs. They provide attractive alternatives to the **Locoscript** standard, and include everything from the aptly named Minuscule to Cooper Black (Large).

**Polymail** uses the '&' character to indicate variable, just like **Tasword**. Its main limitation is that lists of addresses are limited to 100, and a full list takes up considerable space. But if you're looking for an easy to use mail merge program, suited to small tasks, this could be for you.

One great plus for **Polyprograms** is its use of ASCII files. It can manipulate files from **WordStar**, **NewWord** and later versions of **Locoscript**.

It's a neatly unified package, worthy of consideration if you specifically need its functions.

### MICROWORD

Amsoft/Saxon  
£49.95/£69.95 with Flexilabel  
**Microword** comes complete with its own database, **Microfile**, and is available through Amssoft or direct from Saxon. It also ties in with **Flexilabel**, a label printer (see below).

While **Microword** is rather basic, it is also very simple to use, and cleverly balances **WordStar-style** dot commands with dedicated function keys. Its menus will be reassuringly familiar to **Locoscript** users.

Features include instant cursor movement to the top or bottom of a document, avoiding **Locoscript's** scrolling; automatic text indentation; multiple copy printing; and the automatic sorting of columns of figures in ascending or descending order. There is also a useful auto-backup facility, which saves your document every ten minutes.

You can produce a limited number of typefaces with the package, including Italic, Pica and Elite. It is ready to use with a variety of printers, including Epson and Juki, as well as Amstrad's own.

The mailmerge facility allows up to 50 items to be merged. Beginners will find Saxon's support service, which provides ready made or specially designed templates for **Microfile**, useful.

## Expanding existing systems

Many systems provide ample opportunity for expansion. Certain programs, such as **NewWord's** excellent spelling checker, **The Word**, are bundled free with the products, while others can be purchased to suit your individual needs. And if you're in search of some simple CP/M utility, like a word count, don't neglect the public domain software libraries.

### TASPRINT 8000

Tasman  
£14.95

We've already referred to **Tasword's** print capabilities in the extended review. While **Lectura Light** and **Median** are supplied as standard with the main program, you'll have to purchase **Tasprint** if you want the full range of faces.

The extra fonts are **Compacta**, **Data-Run**, **Palace Script**, **Ranchero**, **Breaker** and **Outline**. Because **Tasprint's** characters are twice the normal **Locoscript** height, and the maximum to a line is 90, it is better suited to producing headlines than general text.

### NEWMAIL / NEWTAG /

### NEWKEY / NEWFILE /

### SPOOL

NewStar  
£29.95 / £14.95 / £14.95 /  
£29.95 / £14.95

As its name suggests, **NewMail** is aimed at the **NewWord** user, but it can be used with any other program that produces **NewWord** style files.

**NewMail** can be used directly from the **NewWord** main menu, and is a comprehensive mail-merge program. You can use it for everything from creating a mailing list of up to 18 fields through keeping it in shape, and there is even a label printing option.

**NewTag**, **NewKey** and **NewFile** are primarily file managers, allowing you to add identity text to **NewWord** files, search them for keywords and produce handle files, producing a comprehensive directory, respectively. **Spool** allows you to continue using **NewWord** while printing.

### FLEXILABEL

Saxon  
£29.95

Dedicated to the **Microword** / **Microfile** package, **Flexilabel** can handle multiple copies of a single label or produce individual address labels.

Cursor-selected menus create printing effects, such as centring, and different print styles, which can be altered within a single line. As many as five labels can be produced across a sheet.

### MAILFLOW III/DATAFLOW III

Micro Power  
£49.95

**Mailflow** is another mailmerge

program, dedicated to a piece of software, in this case the **Dataflow** database, which is reviewed in the relevant section.

The unique feature of this package is its **Locoscript** compatibility, so that if this is your word processor, you can still produce mail-merged letters.

Text is automatically reformatted and up to 20 different variables can be inserted into the document. Features such as the insertion of phrases which are conditional on other phrases, such as 'Yours faithfully' to follow 'Dear Sir', and automatic dating, make it a powerful package.

## Writing wrongs

Spotting errors is notoriously difficult when you're working on screen, and more often than not typing errors and spelling mistakes creep past your checks and into the printed document.

One of the things that a computer can do is handle routine procedures very quickly, so it's ideally suited to correcting all those little misspellings or typing errors.

### PROSPELL

Arnor  
£29.95  
Arnor's **Prospell** is the only **Locoscript** compatible spelling checker available at the time of writing.

You load your document, whatever its format, into the program then sit back while it compares every single word with its 32,000 word dictionary.

It then produces a list of words that it doesn't recognise and allows you to alter them, referring to their context if need be. You can add new words to the dictionary, personalising it for further use, or tell the computer to ignore an apparent error.

If you're unsure of the spelling, the computer can suggest a spelling by searching for a near match. If that wasn't enough you can even produce separate dictionaries, dedicated to specialist applications.

Of course, no spelling checker is infallible, and if you type 'too' for 'two' or 'their' for 'there', it can't recognise your error. But if you want to produce error free copy, you stand a far better chance if you invest in a product like this.

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## WORDPROCESSING

## Word Processing round up

## WORD PROCESSORS

Product	Supplier	Price £	Menu Control	Help Screen	All Typefaces	Data Merge	Spell Check	Comments
LOCOSCRIPT	Amsoft/ Locomotive	N/A	●					Powerful but not standard. Certain features available at extra cost.
MICRO WORD	Amsoft/ Saxon	49.95	●	●	●			Simple word processor incl. Micro File database.
NEWWORD II	New- Star	69.00		●	●	●		WordStar compatible, but with added features
POCKET WORDSTAR	Micro Pro	49.95		●	●			Classic but can be hard to learn.
POCKET WORDSTAR DELUXE	Micro Pro	69.95		●	●	●	●	See above.
POLYWORD	NewStar	29.90	●	●	●			Available separately but best used as part of Polyprograms suite.
SUPERWRITER	Software City	49.95	●	●	●	●		Comprehensive Supercalc compatibility 32K file max.
TASWORD 8000	Tasman	24.95		●	●	●		Easy to use. Produces ASCII files.

## SPELLING CHECKERS

<b>PROSPELL</b>
Amor/£29.95
•32,000 word dictionary,
50,000 word max •Locoscript via ASCII
<b>SPELLING CHECKER</b>
Computer One/£34.95
•64,000 word dictionary •Fully Locoscript compatible

## LABELLERS

<b>EASY LABELLER</b>
MASS/£33.35
•Max. 2,000 labels per disc
•Date stamping and numbering
•Group printing
<b>FLEXILABEL</b>
Saxon/£29.95
•Alternative typefaces
•Print effects

## Contacts

<b>Amsoft</b>
Victoria House
PO Box 10
Sunderland SR1 3PY
0783-673395
<b>Ansible Information</b>
94 London Road
Reading
Berkshire RG1 5AU
0672-62576
<b>Armor Ltd</b>
118 Whitehorse Road
Croydon CR0 2JF
01-684 8009
<b>Computer One Ltd</b>
Science Park
Milton Road
Cambridge CB4 4BH
0223-862616

## PRINTING EFFECTS

<b>FONTGEM</b>
£19.95
Gemini
•Works with Locoscript
•8 typefaces in NLQ
<b>ROTATE</b>
£24.95
Logicom
•Print rotator •ASCII input
•Variable fonts •Max depth 96 lines
<b>TASPRINT 8000</b>
£14.95
Tasman
•Six fonts •ASCII file compatible
<b>TRINITY ROTATOR</b>
£25.95
Trinity
•Print rotator •Unlimited

<b>Davis Rubin Associates Ltd</b>
1 Canonbourne
Weston Sub Edge
Chipping Campden
Glos GL55 6DH
0386-841181
<b>Gemini Marketing Ltd</b>
Gemini House
Dinan Way
Exmouth EX8 4RS
0395-265165
<b>MASS Business Systems</b>
43 Wymer Street
Norwich NR2 4BR
0803-630768
<b>Micro Pro International Ltd</b>
Haygarth House
28/31 High Street
Wimbleton Village
London SW19 5BY
01-879 1122

length files •Max line length 255 characters

## INDEXER

<b>ANSIBLE INDEX</b>
Ansible/£49.50
•Max. 1,500 entries •Auto alphabetisation •Sophisticated sort

## PROGRAM SUITES

<b>POLYPROGRAMS</b>
£59.90
NewStar
•Polyword; Polyprint; Polymail mailmerge; Polyplot graphics utility.
<b>POCKET PROSTAR SUITE</b>
£149.00
Davis Rubin Associates
•WordStar; Calcstar spreadsheet; InfoStar database.

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Leeds LS7 2AA
0532-458800
<b>Multilink Network Systems</b>
Monksilver House
Rose Mount
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Birkenhead L43 5SW
051-652 5371
<b>NewStar Software Ltd</b>
200 North Service Road
Brentwood
Essex CM14 4SG
0277-220573
<b>Logicom</b>
Proteus Computing Ltd
2 Ifley Road
London W6 0PA
01-748 2302

## UTILITIES

<b>NEWFILE</b>
£29.95
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•NewWord file manager
<b>NEWKEY</b>
£14.95
NewStar
•Keyword search
<b>NEWTAG</b>
£14.95
NewStar
•File identifier
<b>SPPOOL</b>
NewStar
£14.95
•Print spooler for NewWord

## MAIL MERGE

<b>LOCOMAIL</b>
Amsoft/Locomotive
£49.95
•Locoscript compatible and runs from Locoscript main menu •Dual mode insert
•Many advanced features
<b>MULTILINK MAILING LISTS</b>
Multilink/£19.95
•Up to 900 per single density disc •Five user defined selection codes •Label printing
<b>NEWMAIL</b>
NewStar/£29.95
•Runs from inside NewWord
•Label printing
<b>POLYMAIL</b>
£19.95
NewStar
•ASCII compatible •100 entries maximum
<b>QMAL</b>
Logicom/£29.95
•Locoscript compatible
•Name, address and five extra fields in database •Coding to allow sorts

<b>Saxon Computing</b>
3 St Catherines Drive
Lecorfield
Beverley
Humberstone HU17 7NT
0401-50697
<b>Software City</b>
382 Kings Road
Chelsea
London SW3 5UZ
01-352 9220
<b>Tasman Software</b>
Springfield House
Hyde Terrace
Leeds LS2 9LN
0532-438301
<b>Trinity Business Systems</b>
52 Queens Road
Heathersett
Norwich
Norfolk NR9 3DB

## DATABASES

Your PCW is the ideal way to control the masses of paperwork that make traditional filing systems so unwieldy. Almost anything filed on paper, from contact lists to stock control, can be computerised.

# The electronic filing cabinet

Everybody has to store, recall and use data, whether it's names and addresses for personal use, or a business's price lists and catalogues. The computer provides an easy way to keep files up to date and access specific information quickly. It also adds many facilities which are simply not available with a manual system.

If you keep a card index you can only order your records according to one set of criteria, such as by surname. This means that you can only refer to information easily if it's at the top of the card. It isn't much use if the details you want are stored in an unsorted lower section.

A computer can search for any particular item, or sort your records into a different order. It can also total and sub-total different records automatically, to produce a detailed report far more quickly than you could.

The PCW is well supported as far as software is concerned, but computerising your files isn't simply a case of buying the most expensive program you can afford, then typing in all your information. To set up an effective database, you need to know in advance exactly what information it will contain and what you'll be doing with it afterwards. Only then can you choose the appropriate software.

Most databases provide all the basic facilities, such as the ability to browse through records, make changes, erase unwanted details and locate particular entries. Similarly, almost all provide a sorting option and at least a basic facility to print a report, summarising selected records.

What varies is the amount of flexibility you have in manipulating your data. Some programs will only search for the exact information specified in one particular field, such as a particular name. Others can make sophisticated comparisons and locate records which fulfil several conditions.

Many simple programs have predefined ways of presenting records on-screen or printed in reports. More advanced programs, which let you design a screen form to make viewing and correcting your information easier, are usually preferable. The ability to produce a report which includes only the particular details that you are interested in, and which has an appropriate layout, is also useful.

Think about what you want to do with your computerised files, and you'll be better prepared to find a program that has all the necessary facilities. Don't neglect some of

the less obvious ones. Your files may be confidential, in which case a program that protects them with a password is an excellent idea.

You may need to change the fields in a file which has been in use for some time. If your program provides no easy way of doing this, you could face serious problems.

There's little point in using a database if you have to re-type all the data it contains at some later date.

Similarly, check that you can convert records in a file into a popular data format, so that they can be read by another program. You may want to use information from your database in a spreadsheet, for

## Flat File and Relational database programs

Most databases are designed to handle just one file at a time. They cannot cross-reference or combine information from separate files. These programs are often called file handlers or flat-file databases.

They are fine for many tasks, where the computer is simply used for storing and manipulating a list of similar items. But more sophisticated applications require a program that can access several separate but related files at once. These are called relational databases.

Relational database programs can easily manage all the tasks of a flat-file package,

### Flat-file managers

Flat-file managers are often visualised as containing tables, with one row for each record and columns for the different fields. The program can only access one file at one time, but for many applications this is not a restriction.

Do make sure that the program will let you set up enough fields though. And ask yourself how intelligent its searches need to be. Will it be enough to select whole words, or might you want to pick records from just a few letters, such as every name beginning with T? Will you need to sort figures as well as words?

Records	Fields			
	Name	Address 1	Address 2	Address 3
Peter Jones	14 Acacia Ave.	Godalming	Surrey	
Teresa Green	16 Milldown Rd.	Poole	Dorset	
David Smith	73 High St.	Bamsley	Yorks.	
Stuart Davies	43 Windmill St.	Manchester	M3	
John Anderson	34 Park Rd.	Manningtree	Essex	
Philip Barnett	22 George Ave.	Maidstone	Kent	
Harold Parker	7 The Mews	Woodstock	Sussex	
John Farmer	45 John St.	Rye	Sussex	
Jenny Read	2 Park Drive	York	Yorks	
Paul Ward	98 Ing Close	Yeovil	Somerset	
Peter L...	100 Main St.	Freon	Herts.	
	Disk	Chestire		
	Macromedia	Bucks.		

example. If you change your software or hardware, it's essential to have the ability to read your data into the new program.

#### HOW DOES A DATABASE HANDLE DATA?

Before you can decide which database is right for your needs, you must have some idea of what you'll want to do with the information, how much data you'll be able to store on a disc, and so on. To do this you need a basic understanding of how the programs store information.

Most databases impose a rigid format on your data. Instead of a piece of paper or an index card, on which you can write anything you like, a database requires you to define what each of your records will look like in advance.

Each entry in your database, be it a customer's name, product, order or whatever, must belong to a record, the computer equivalent of an index card.

Each record contains a set number of items, or fields, each containing a piece of information relating to that record. So in a file of club members, you might have fields for name, address, date of membership and so on.

All your records should be reasonably similar in size. It's no good specifying that the field for notes will only hold 30 characters if you then want to write 20 lines. Conversely, if you allocate large amounts of space to certain fields but don't use it, you'll be wasting valuable disc space.

Most database programs restrict you to fairly short fields, but there are a few that allow more complex text to be entered and sorted, so if you need comprehensive notes, choose one that will cope with this special application, such as Caxton's Cardbox.

On the whole, databases are best suited

to filing information which is regular and predictable though. Fortunately, with a little thought, it's possible to organise most of your files this way.

Another major consideration is the memory required. This is particularly relevant if you're an 8256 owner. Once you've a rough idea of your fields and their size, it's a simple matter to calculate how many characters, or bytes, each record will occupy. This, in turn, will give you an idea of how many records can fit on a disc, and whether your hardware can cope.

A straightforward mailing list file might need 25 characters for the name, plus three address fields, each holding twenty characters. The total record length would be about 85 characters. A standard PCW8256 can store around 170,000 characters on one side of disk. This would leave room for around 2,000 names and addresses. But if you're going to get into more complicated records, it could be time to get that second disc drive and so boost your storage capacity to 720K — that's approximately 720,000 characters!

**but the opposite is really not true. Although you can simulate some of the functions of a relational database with a reasonable flat-file system, you'll end up wasting disc space and reducing the program's performance.**

For this reason, it pays to make sure you're buying a program that will do the job you want it to. If you currently use a manual system that involves cross-referencing several files, or you need to store the same information, such as an address, across many of the records in your database, then you need a relational system.

Title	Price	Publisher
Understanding your PCW	\$ 5.95	Techpress
Advanced Wordprocessing	\$ 7.95	Alpha Books
Choosing your Microcomputer	\$ 3.95	Eagle
Introducing Spreadsheets	\$ 3.95	Alpha Books
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144 East Road, Birmingham 10	
12 Victoria Rd, Manchester M2	
Brown Lane, London EC2	
16 Padman St, Cardiff, Gwent	
226 Archive, London NW1	
Unit 3, Atlas	
203 East 23rd	

#### Relational databases

Relational programs work on the same basic principles as flat-file ones. However, they have the ability to automatically cross-reference different files. This allows you to break down your data into separate files, making it more manageable and reducing the duplication of information. The programs can automatically combine information from two or more linked files when necessary.

In this example, a file is kept for all the different books stocked by a shop. Details of the publishers are held in a separate file. This is linked to the main file by the Publisher field. By linking the two files together, a report can be produced which gives the name and address of each publisher, followed by a list of its books.

#### Data storage and the Law

The vast amount of information that can be stored by a computer makes it a powerful tool for compiling personal records. While most people's use of such files will be totally innocent, there is now a law which governs all databases.

Whether you're using your Amstrad to hold the names and addresses of potential business clients or just details of membership and attendance at your local darts club, the law now insists that you register your database.

The Data Protection Act came into operation in May 1986, to ensure that all such information is treated responsibly. This means that information must be treated as confidential, and may only be accessed by certain, registered users. Otherwise it must be protected by a security system, such as a password.

Furthermore, anybody who believes that you hold information about them can demand to see it, and if they consider it untrue, you can force you to remove it. There are also strict conditions concerning the transfer of such data. You cannot sell a mailing list to a third party without the permission of everybody on it.

Obviously, if you use your database for purely personal reasons, it's unlikely that it will ever come to the attention of the inspectors whose duty it is to uphold this law. But if you are a business which makes much use of this sort of record, in particular for public applications, such as producing mailing shots, it could be wise to register.

Details of registration are obtainable from:

**The Data Protection Registrar**  
Springfield House, Water Lane, Wilmslow Cheshire SK9 5AX 0625-535711

# PCW 8256/8512 COMMUNICATIONS

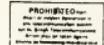
PRESTEL, TELECOM GOLD, BULLETIN BOARDS, EVEN TELEX  
FACILITIES ALL FROM YOUR OWN DESK

## THE MODEM £59.95 +VAT & P&P *The DATAPHONE*

A modem with the following features:

AUTO DIAL direct from the PCW keyboard doesn't even need a telephone attached. AUTO ANSWER allows the modem to be accessed remotely.

Complete with MAINS POWER SUPPLY, Telephone plug and RS232 type "D" connector. 300/300, 1200/75, 75/1200 BAUD RATES CCITT V21 & V23, BELL 103 & 202. Fully SOFTWARE controllable.



Approved modems  
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details

## THE INTERFACE £49.95 +VAT & P&P *RS232/CENTRONICS*

An interface that plugs directly onto the back of the PCW 8256/8512 with the following features:

A full RS232 SERIAL port on industry standard "D" type connector. Can be used to drive PRINTERS etc. CENTRONICS type PARALLEL port on easy to connect with PCB edge connector. Equivalent to CPS8256.

## THE SOFTWARE £39.95 +VAT & P&P *KIWICHAT*

TERMINAL emulation software supplied on a 3" disc with the following features:  
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Supplied DIRECT from BRITISH MANUFACTURER.

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Telephone: (0378) 78047

please send me:

.....(Qty) DATAPHONE Modems at	£74.69 inc VAT & P&P
.....(Qty) RS232 Interfaces at	£60.89 inc VAT & P&P
.....(Qty) KIWICHAT Software discs at	£48.24 inc VAT & P&P
OR	
.....(Qty) DATAPHONE Packages at	£172.33 inc VAT (post free)

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Name..... Signature.....

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Post Code..... (Please Print)

Dataflow is typical of many simple databases. Coupled with Mailflow, it lets you produce personalised form letters for mailshots, circulars and so on. But is the single package approach the best way of adding mailmerge to Locoscript?

# Dataflow III and Mailflow III

Like most data managers, Dataflow lets you store records of a predefined format. When you create a file, you specify the names of each field, and what type of data they'll hold. This can be text, such as a name; a number; an amount of money; a date, in UK, US or Swedish formats; or a value calculated from the contents of one or more of the other fields.

This last facility saves having to work out a field, such as the price with VAT, in every record. It also conserves memory, because the calculated field needs only be computed when the record is actually used.

The calculating power is limited though. A calculated field may only be based on one operation — addition, subtraction, multiplication or division — using the values from any two fields, or one field and a number. Alternatively, all the money or numeric fields preceding the calculated fields can be totalled.

The program allows a maximum of 20 fields in a record and up to 255 characters in any one field. The number of records you can store depends on the number and length of fields but should be more than adequate for the sort of task Dataflow is suited to.

Dataflow handles one file at a time and cannot cross-reference information from several files. This limits its purposes such as catalogues, lists and so on. It is not suitable for more involved tasks, such as order processing and invoicing.

Once a file has been created, new records can be entered from the keyboard; unwanted ones can be deleted; corrections and changes can be made; and particular records can be located via a search through a particular field. Records may also be sorted into order, using any field.

The program has a basic report facility, which produces tabulated summaries of data, including totals and sub-totals. A more extensive record search is provided at this stage. Up to three fields can be tested at once and their values can be compared. This means that you can produce a report for everybody called Smith who lives in Manchester.

One possible drawback with Dataflow is that it cannot make comparisons on date fields. This will be a drawback if you need a program to print out all the people who joined your club after a certain date, for example.

But Dataflow is greatly enhanced by two other facilities. You can read data into a Dataflow file if it's been stored in a 'comma and quote delimited' format. This is not a standard data format, like SYLK or DIF, but many programs can produce it, including

those written in the PCW's Mallard Basic. You could use Dataflow to store and process results from a program that you had written.

Dataflow can also convert records back into this format for use in other programs, which is where Mailflow comes in. This straightforward mailmerge program combines records from a Dataflow file with a master document produced by Locoscript. A printed copy is created for every record taken from Dataflow.

When you write the master document, you specify the fields which will be included by typing their number, enclosed in /\* characters. Mailflow automatically substitutes the relevant field into each

<p>Database contains 20 records Extract record #10 Name : [Chris Rogers] Address : [133 Blackfriars Road, London SE1 1JL] Telephone : [071 222 1234] Comments : [None] Change (C), Next record (N) or Master menu (M) ?</p>	<p>Dataflow is controlled by a series of numbered menus and prompts. This makes it easy to understand, though it can be time-consuming once you're accustomed to the program. Here, a printing company has created a new contacts list for its latest catalogue.</p> <table border="1"> <tr> <td style="vertical-align: top;"> <p>Select from 1. NAME 2. ADDRESS 3. TELEPHONE 4. COMMENTS 5. NEW CONTACTS Enter number for extract field (&amp; press Return) to end ?</p> </td> <td style="vertical-align: top;"> <p>Page No. 1 New Contacts as of 1st September 1986 New No. NAME ADDRESS 1. Simon N John 59 Muswell Hill Park London NW3 2OH 2. Liz Walkland Chelmsford S Yorks BD3 4JN 3. Kevin Barry Wastebridge Middlesex 4. Alison Ward Chelmsford 5. Chris Rogers 6.  5 records selected</p> </td> </tr> </table>	<p>Select from 1. NAME 2. ADDRESS 3. TELEPHONE 4. COMMENTS 5. NEW CONTACTS Enter number for extract field (&amp; press Return) to end ?</p>	<p>Page No. 1 New Contacts as of 1st September 1986 New No. NAME ADDRESS 1. Simon N John 59 Muswell Hill Park London NW3 2OH 2. Liz Walkland Chelmsford S Yorks BD3 4JN 3. Kevin Barry Wastebridge Middlesex 4. Alison Ward Chelmsford 5. Chris Rogers 6.  5 records selected</p>
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The relevant data is moved to Mailflow with the Extract option. The mailshot itself is written with Locoscript. Data insertion points are indicated by the field number inside /\* characters. /\*DT/ represents the date. Printer effects, like underline and bold, are also entered this way because Mailflow doesn't understand Locoscript's control codes.

Spender Printers  
14 High Street  
West Melbury  
Berkshire  
Telephone (04607) 567432

Liz Walkland  
13 Newfield Road  
Shefford  
2 Years 00/4/86

12th October 1986

Dear Mrs Walkland,  
Formerly to your pleasure is enclosed our price list. As you will see, Spender Printers offers a very complete service.

I do hope that we are all together to contact me.

Yours sincerely

John Bell  
Marketing Director

Spender Printers  
14 High Street  
West Melbury  
Berkshire  
Telephone (04607) 567432

Philip Rawell  
12 Shearway Road  
West Melbury

Berkshire

12th October 1986

Dear Mr Rawell,

Further to your letter of 20th June, I have great pleasure in enclosing our price list. As you will see, Spender Printers offers a very complete service.

I do hope that we are able to do business

Make AT&T file  
New Name : MAILSHOT.DAT  
Old Name : SPENDER.DAT

Spender Printers  
14 High Street  
West Melbury  
Berkshire  
Telephone (04607) 567432

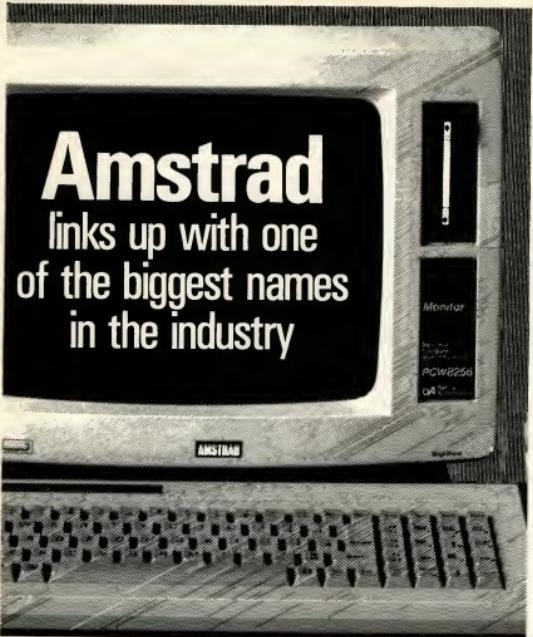
12th October 1986

Dear Mr Rawell,

Further to your letter of 20th June, I have great pleasure in enclosing our price list. As you will see, Spender Printers offers a very complete service.

I do hope that we are able to do business

Before it can be used with Mailflow, the standard letter must be converted to an ASCII format file using the Modes option on Locoscript's Disc Management screen. Running Mailflow produces the customised versions of the letter, with automatic reformatting.



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"Quite the best and most flexible personal accounts system I've seen - doubles as an inexpensive business system"

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12 months of entries are kept in a file stored on your disc. At any time, you may load a file into the computer memory, add to or edit the entries, analyse them, print statements, and then save the updated file for later use. Entries may be historic (for record keeping) or forecast (for budgeting). You may have any number of separate files, and make copies of files for archive purposes. You may advance the period covered by a file month by month.

Up to 100 separate transactions may be entered per month. Each entry consists of:

- The day of the month, e.g. 23rd of June.
- An account number, one of up to 9 defined by you to suit your circumstances e.g. 1=Barclays, 2=Visa, 3=Halifax etc.
- Reference, e.g. ABC123 for a cheque number or invoice reference.
- A class code, one of up to 50 defined by you to suit your circumstances e.g. h1=Household expenses, h1=Mortgage, h2=Rates or p0=Production, p1=Raw materials, p2=Assembly, p3=Packing, etc.
- A description so that you can see what each transaction was for, e.g. "New gearbox" or "Box of 10 discs".
- An optional single character mark which you may include for further classification, e.g. b=business, p=private, etc.
- The amount of the transaction, which may be plus or minus.
- A marker to indicate whether the entry is exempt, zero rated or taxable for VAT, or alternatively the actual VAT paid.

You may select categories according to account, class and mark (e.g. all entries, or all motoring expenses for business using a credit card, etc.) and produce reports on the screen or printer as follows:

- Full detailed statements, showing each transaction for any month or for the whole year.
- Detailed monthly VAT statement showing input and output amounts excluding VAT, the actual VAT and the total amount, plus totals and net VAT due.
- Tables showing the totals in each class for each month of the year.
- Tables showing the totals in each class for each account.
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**Plus: standing orders - entries optionally sorted into date order - item search facility.  
Comprehensive manual and full set of practice data included. Full telephone support.  
CPC version suitable for Epson-compatible, DMP2000 etc, printers, Tascopy or Utopia screen dump.**

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## Connect Systems

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The most important thing when choosing a database is to find one for your particular needs. Here we round up some of the possible programs.

# Files for all occasions

## Caxton classics

Highly regarded software producer, Caxton, has a pair of databases, intended for very different uses.

**Cardbox** is often seen as a simple substitute for a card index, but it's real ability is handling very long fields, containing varying amounts of text. It's ideal if your data tends to be irregular.

It's a flexible package for keeping records, allowing up to 26 fields on a card. The largest field possible is 1,404 characters, which is the card size, and the only limit on the number of cards is disc capacity.

You can mark certain important words in a long field, to speed up searches. This makes it ideal for storing awkward information such as a contact file with notes on particular people.

**Condor 1** lets you design a system, tailored to your needs. It's a relational database manager containing many powerful options. You can easily add or alter the structure of its field, for example. The maximum record size is a kilobyte and you can have up to 127 fields per record.

It also lets you produce your own screen designs. Coupled with its programming power, this allows you to establish systems for use by other people.

The product is easy to use, thanks to its near-English command language.

**Condor** may not be quite so versatile as **dBase II**, but it's undoubtedly more friendly. As with **Cardbox**, the manual is excellent, running to over 300 pages of tutorial. Neither program is cheap, but all Caxton products come with free and unlimited telephone support for registered users.

### CARDBOX

Caxton

£99.99

### CONDOR 1

Caxton

£99.99

## Budget bases

If the risk of buying the wrong package is putting you off, a budget-priced database could be the answer.

**Minerva's First Base** allows up to 255 fields, with a key field to speed searches. Your record cards can have text wherever you want it. The report generator's facilities include totalling numerical fields. **First Base** also supports mailmerge, with **Locoscript** or ASCII word processors.

While **First Base** won't be the only database you'll ever need, it is a good introduction to this area of computing, and as its files can be converted to ASCII, you shouldn't need to retype

everything when you upgrade.

**Matchbox** is another low priced database, which could provide a novice system without too much trouble.

The maximum fields per record is 30, and their size is defined by the user. This allows up to 32,000 records per file, though memory restrictions will bring this down. Searches are available on full or partial fields. The program can also produce labels.

The **Database Manager** used to be known as **At Last**, and sold for £20 more than its current price. It has to be one of the cheapest relational bases around.

With an eye to friendliness, it uses menu prompts and single keys wherever possible to make its features as easy as possible to use. These include nine types of field, each of which can hold up to 99 elements, allowing you to define forename and surname within one field, then sort them separately. Sophisticated sorts are possible and structures are redefinable without data loss.

### FIRST BASE

Minerva

£29.95

### MATCHBOX

Quest

£29.95

### THE DATABASE MANAGER

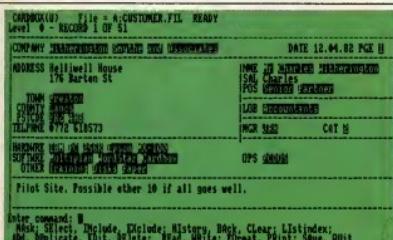
Advance Software

£29.95

## All the stars

If you're a **WordStar** user, you may be interested in **Pocket DataStar** and **ReportStar**, also by MicroPro. Together they make up **Pocket InfoStar**, to create an integrated electronic office.

**DataStar** is a relational program, ideally suited to twin drive systems. **ReportStar** comes complete with a custom report program, for more complex reports, and a sorting routine, though MicroPro also produces **SuperSort** separately. The programs are powerful tools in their own right, but are best



Cardbox comes complete with a demo file, which shows how clear its screen design can be. The command letters are at the bottom of the screen.

used en suite, for mailmerge and the like.

### POCKET INFOSTAR

Davis Rubin Associates

£69.95

£49.95 (DataStar only)

£39.95 (ReportStar only)

## Further files

**Retrieve** uses plain language commands, which can be in English, or are easily translated, for foreign users. Sorts are available on one or two fields at a time, and up to 20 conditions are allowed.

Report formats are user-defined and the program features a calculation facility and statistical analysis, making it a powerful package for a number of applications.

**Camssoft** is a long-established company with a good track record, and **Cambase** combines power and a reasonable price. As well as high performance features, such as 39 fields per record, 60 character text lines and 127 lines per field, the package introduces some useful extras.

Fields can be conditional on other fields; if, for example, a person was single, there wouldn't be an extraneous field for the spouse. You can also alter field details at a later date and selections can use more than one field, to produce detailed reports. The report generator is itself a sophisticated one, and if you want to embellish its output with a word processor, it produces ASCII files.

**File Manager** is another program that aims for versatility without complexity. An interesting feature is that advanced systems created with the package can be interactive. This means that data from one file can call up data from elsewhere, so that it can be inserted or verified.

It also has a data compression routine, to help cram more onto a disc. **Sandpiper** claims a typical ratio of two to one. Because the system is loaded into memory, the full disc storage area is available for files.

### RETRIEVE

Sage

£69.99

### CAMBASE

Camssoft

£49.95

### FILE MANAGER

Sandpiper

£TBA

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**Not quite sure of the state of your business?** As you enter each transaction, your Profit and Loss Account and Balance Sheet are instantly updated and are constantly

displayed, bang up to date, on the upper part of the screen.

**Can't use a computer?** A comprehensive manual containing key-by-key instruction and copious examples is only the first step. The Cash Trader program also contains a number of training exercises which you must master before you can use it with your actual business figures.

In addition to these features, Cash Trader also gives you total flexibility in creating your own analysis heads and with Analyser, a module which extracts information under any criteria you care to define, you can produce reports and analyses at the touch of a key. H.M. Customs and Excise recognizes the suitability of Cash Trader reports for VAT purposes and, as a recent review concluded, "Cash Trader will be welcomed by accountants and auditors alike and should pay for itself within a month".

# THE END OF THE BOOK-KEEPING & VAT NIGHTMARE

To see Cash Trader in action is to appreciate its benefits instantly, so for a demonstration copy, fill in the form below and send it today. Of course, if you're already convinced it can help you run a more efficient and profitable business, there's no need to have a demonstration first.



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Please send me an evaluation copy @ £19.95 inc. VAT    
Please send me further information

CGA 86

**Evaluation copies are usable but a restriction on the number of entries exists: on payment of the balance (£80.00 for Cash Trader only, £130.00 for Cash Trader with Analyser) you will be given a password to remove the restriction and enable full use to be made.**

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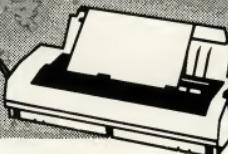
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Faulty Amstrad? . . . Send just the keyboard. DO NOT send the monitor, unless the monitor is also DEAD! (To make sure monitor is DEAD, switch on monitor in darkened room, turn up brightness to maximum and after 5 minutes switch off. If you get a bright spot receding, then monitor is O.K. (not DEAD)). Please send all items, well packed by 'Compensation Fee Paid' — Post, details from your P.O.



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AUGUST 1985.

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For **QUICK REPAIR** "One firm, at least, can usually effect any necessary repair over-the-counter in 45 mins. Based in Manchester, **MANCOMP** can offer what is arguably the fastest turnaround in the business, to personal callers". **CRASH** Magazine, JUNE 1985.

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**FIRST—**

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Ever feel lost in a sea of figures? A computer is a fast and efficient number cruncher, so let your PCW demolish those digits.

# Figuring it out with your Amstrad

Most people can immediately see the benefit of using their PCW for word processing or creating databases. It's much harder to recognise the value of a spreadsheet, as most people have only the vaguest idea of what one does or how to use it. But almost any computer user could find such a program a valuable investment.

Spreadsheets are a boon to anyone who works with figures. In management they can be used to plan new product launches, to monitor company cash flow, or for basic accounting.

In science and engineering they can take the tedium out of repetitive calculations, making work quicker, easier and far less prone to error. They can even take the place of a home finance package for monthly budgeting. In fact, they have so many uses because they make managing lists, tables and numbers much easier than on paper.

Spreadsheets provide a flexible way of manipulating data, and many are as good with text as they are with numbers. But although they can be near essential for every finance manager, their usefulness is dependent on the range of ideas applied to them.

All spreadsheets are basically similar. They provide a sheet on which you work, and facilities for creating a useful 'model'. You can copy entries, alter the way they are displayed, change column widths and so on.

The ability to split the screen into different sections, to see different parts of the work area at once, and to protect certain entries from accidental alteration, are well worth having and, fortunately, fairly common.

Spreadsheets also offer a range of functions to simplify formulae, much like a calculator has special buttons for certain operations. Most can add up columns and rows, compute averages and so on. Often they have a range of financial functions for calculating depreciation, interest and so on.

The general user should also look for the ability to manipulate time and dates, sort entries and manipulate text.

More sophisticated programs boast macros, which automate complex operations. Some can also produce business graphs straight from their data. Though this is convenient, it is usually possible to transfer the data from any

spreadsheet package into a separate business graphics package, which often produces better results, although it's more time-consuming.

## How a Spreadsheet works

Spreadsheets provide a vast work area, divided into rows and columns, into which numbers, text and formulae are placed. This worksheet is usually much larger than the screen and only part of it can be seen at any one time.

At first the spreadsheet is blank and has no particular function. The finished spreadsheet's operation is purely the result of the information the user enters into it.

The intersection of rows and columns are called cells; boxes which may contain a value relating to the problem (usually a number), some labelling text, or a formula relating the values in other cells.

All formulae are reworked every time a value is changed. So once a particular spreadsheet (or model) has been created, new figures can be entered and the results calculated automatically. A finished spreadsheet can be used repeatedly with different figures, or changes in values to show how they affect overall results.

Such experimentation is useful when planning, providing swift answers to questions like, "What if the mortgage rate went down?" or, "What if sales were higher?"

In this example, a model has been created to try to maximise profits when selling an item.

This text names the numbers in the next column.

The row of = signs makes the spreadsheet clearer.

Unit Cost	0.99
Price	1.5
Sales	15000
=	=
Profit	7650

The basic figures for the problem are entered into these cells. These could be actual sales figures or experimental ones.

The formula, UNIT COST \* SALES - UNIT PRICE \* SALES, calculates the profit on the figures above. The spreadsheet automatically works out the result and displays it in the cell.

Unit Cost	0.75
Price	1.5
Sales	15000
=	=
Profit	11250

The profit wasn't very substantial. But if the cost of making each item is reduced to £1.50, it instantly produces a better 'bottom line'.

Unit Cost	0.99
Price	1.75
Sales	13000
=	=
Profit	9880

Alternatively, changing a higher price could help, but sales would drop. The new values produce a new profit. It becomes obvious that the real problem is the cost of manufacturing and this value that must be improved in order to maximise profits.

## FIGURES

If you're looking for flexibility and features, **The Cracker** is probably the best equipped spreadsheet available for the PCW. But all that power is at a price...

# Cracker 2

Naturally the **Cracker** has all the basic essentials you'd expect of a serious spreadsheet, but it also boasts a large number of useful extras.

It can generate business graphs from its figures, providing an effective way of illustrating reports and presentations, as well as a quick way of seeing exactly what is happening yourself. There is a large choice of graph types, including line graphs, pie charts, and bar charts.

**Cracker** also has functions which are useful for maintaining data. It can find particular values from a list and sort rows into order. This means that the **Cracker** can do many tasks that might otherwise require a database, but as it's limited to the size of the PCW's memory, it is not a real alternative.

The **Cracker**'s large range of functions include date and time manipulation. There is also an **IF...THEN...ELSE** facility, which allows a **Cracker** model to be 'intelligent'. Rather than just working out everything as the result of mathematical formulae, it can test particular values and use an appropriate formula, then warn you that a figure is below an acceptable limit or take other relevant action.

Finally, the **Cracker** includes macros; a facility that stores keystrokes in a cell, to be played back later, just as if they were being typed at the keyboard. Coupled to its range of command-like functions, this allows expert users to use the **Cracker** almost as if it were a programming language in its own right.

This programmability turns the **Cracker** into a very versatile tool. It is well suited to anybody who wants to write models for use by other people. Spreadsheets can be created for complete novices where the model itself asks for the information it needs, then automatically work out the results.

All this makes the **Cracker** infinitely flexible. Instead of being more specialist than other spreadsheets, the advanced features make it much more adaptable to non-financial tasks, such as keeping track of club records or analysing the results of a survey.

But this complexity is not without problems. Not only is there a lot more to learn to get the most from **Cracker**, but the basic features of the program are not as easy to use as those of its less ambitious alternatives.

It uses single-letters for commands, like most other programs, but after you have selected a command, you are frequently presented with a cryptic list of what keys to press next. And often, when the program wants you to press a particular key or keys,

it doesn't tell you what to press, just that the keys you are trying are "Wrong Here".

The **Cracker** seems to make excellent use of the memory available to it and there is a 17K free for your work. But is it is slower than some of its rivals in recalculating a spreadsheet. This is not helped by the time it takes to display the results when its calculations are completed. Many simple operations, such as copying a block of cells, are frustratingly slow.

As only part of the program is loaded at a time and other sections are read from the disk drive as needed, a vast improvement in speed can be made by putting some **Cracker** program files onto the M: drive.

The **Cracker** is definitely worth

considering for its broad range of facilities, such as its business graphics, which make it very flexible. But its lack of speed and the awkwardness are drawbacks. It is best suited to users with some previous computer experience who have outgrown their current spreadsheet. So, if you're new to the game or only want a spreadsheet for purely numerical tasks, look for a more straightforward program.

## FACTS BOX

TITLE

**THE CRACKER 2**

PRICE

£49.95

PUBLISHER

NewStar

## Cracking Cracker

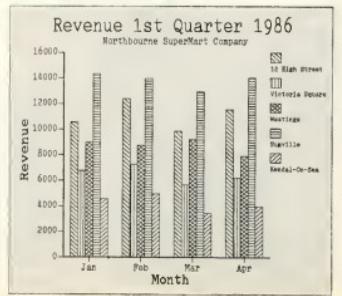
Unlike most spreadsheets, **Cracker** does not automatically extend the work area as you use it. When you first load it, you have to insert some lines and columns before you can start work.

For simple operations, using the **Cracker** is much like using any other spreadsheet. Here, revenue for the branches of a supermarket chain is tabulated, with the program automatically calculating all the totals.



To produce a graph, you enter information about titles and various functions, which tell the program where the data is and what sort of graph to produce, in a spare area of the worksheet. The process can be quite fiddly as the functions simply show up as meaningless numbers.

Once a graph has been correctly defined, the **Cracker** will display it on screen or print it out. Shading and scaling of axes are all handled automatically.



Despite the boasts of some manufacturers, few spreadsheets can cope with vast worksheets. **ScratchPad Plus** can, but you may find its lack of certain other features makes it more suitable for some tasks than others.

# ScratchPad Plus

**ScratchPad Plus** is a typical example of a straightforward spreadsheet. It does its job well but doesn't have many of the features incorporated into more advanced programs, which makes them simpler to use and more flexible.

**ScratchPad** has one big advantage over other programs. Most spreadsheets restrict you to a sheet that can be held entirely in memory. While they might claim to allow you larger areas, such as 60 columns by 200 rows, in practice you'll fill the memory long before these limits are reached.

This problem doesn't arise with **ScratchPad**, which automatically uses disc storage, or the PCW's Ram drive, and so effectively extends the memory available. This makes it far less quick than some programs, but the trade-off is well worth it if you anticipate the need for very large worksheets.

Beyond this, the program provides adequate facilities. Setting up your worksheet is a fairly involved process because of the limited set of commands and the crude way in which formulae are created.

Most spreadsheets let you refer to the different cells in two ways. You can use an actual co-ordinate, or a relative co-ordinate, which indicates that the cell you want is so many rows and columns away from your current position. This latter approach makes it quick and easy to duplicate formulae across a worksheet without having to alter each cell individually.

**ScratchPad** has no relative system at all. Instead, it will automatically adjust the cell co-ordinates in a formula as best it can while you copy them. This approach works fine for simple worksheets, such as balance sheets, but can be awkward for more sophisticated problems.

An adequate set of functions are available, including all the popular mathematical ones, as well as a couple of useful extras like LOOKUP, IF and CHOOSE. These allow some fairly sophisticated problems to be tackled.

Although the program can sort rows of data, it only possesses a limited set of functions for handling text. Again, this limits its appeal to purely financial work.

If you work in this field, you'll find the program has a useful consolidation facility which allows several related worksheets to be combined into an overall view. This is frequently needed in business where similar worksheets for individual sales regions, time periods, products and so on, need to

be totalled or averaged into a summary worksheet.

**ScratchPad** comes with a separate consolidation program called CONS, which will total or average a number of similar sheets into one overall master sheet. CONS also allows **ScratchPad** worksheets to be

converted into other formats so that the data can be used in other programs. Two formats are supported; DIF is the popular one and can be used with many different programs while SDF is designed specifically so that worksheets can be exchanged with the popular **Supercalc** spreadsheet.

Although **ScratchPad** is not as flexible as many programs, it is easy to learn and use and handles most straightforward applications, such as accounting and financial analysis, extremely well.

## FACTS BOX

### ScratchPad Plus

PRICE

PUBLISHER

Caxton

## Consolidating four quarters with Scratchpad

The Gadget Company: Revenue 1st Quarter			
Product	Price	London	Manchester
Gadget	£49.95	212	180
Widget	£29.95	120	100
Variable Widget	£29.95	200	180
Fridge	£129.95	150	130
TV People	£129.95	210	180
		£9.00	£9.00
Overhead		£9.00	£9.00
Production Costs		£9.00	£9.00
Cost of Sales		£9.00	£9.00
<b>Nett revenue</b>		£9.00	£9.00

ScratchPad worksheets can be automatically consolidated to form an overall view. Quarterly sales figures and revenues for The Gadget Company Limited are consolidated into yearly results. Each quarter's worksheet is identical except for the sales data, so the original can be saved to disk, then used as a template for successive quarters, under another name.

The Gadget Company: Revenue 1st Quarter			
Product	Price	London	Manchester
Gadget	£49.95	231	193
Widget	£29.95	137	117
Variable Widget	£29.95	214	187
Fridge	£129.95	176	159
TV People	£129.95	219	187
		£9.00	£9.00
Overhead		£9.00	£9.00
Production Costs		£9.00	£9.00
Cost of Sales		£9.00	£9.00
<b>Nett revenue</b>		£9.00	£9.00

Creating a ScratchPad Plus worksheet is much the same as with other spreadsheets. You enter figures, formulae and text labels appropriate to the job, then save them so that the on-screen image, and printout, is as clear as possible. ScratchPad is limited in that all its columns must be the same width and its method of duplicating a formula needs care. Its advantage — worksheets can be much larger.

The Gadget Company: Revenue 2nd Quarter			
Product	Price	London	Manchester
Gadget	£49.95	231	193
Widget	£29.95	137	117
Variable Widget	£29.95	214	187
Fridge	£129.95	176	159
TV People	£129.95	190	163
		£9.00	£9.00
Overhead		£9.00	£9.00
Production Costs		£9.00	£9.00
Cost of Sales		£9.00	£9.00
<b>Nett revenue</b>		£9.00	£9.00

The Gadget Company: Yearly Revenue			
Product	Price	London	Manchester
Gadget	£49.95	212	180
Widget	£29.95	120	100
Variable Widget	£29.95	200	180
Fridge	£129.95	150	130
TV People	£129.95	210	180
		£9.00	£9.00
Overhead		£9.00	£9.00
Production Costs		£9.00	£9.00
Cost of Sales		£9.00	£9.00
<b>Nett revenue</b>		£9.00	£9.00

1-Create a data ScratchPad file
2-Save it to a file
3-File it to a ScratchPad format
4-COPY it to ScratchPad format
5-PASTE it to ScratchPad
6-Edit it
(Enter 1, 2, 3, 4, or 5)

Next a master sheet is created. This is the same as the individual sheets but has all its data set to zero. When the sheets are consolidated, they will be passed through this sheet and the totals will accumulate in the positions that are currently zero.

Running the CONS program and choosing option 1 performs the consolidation. The user must enter the name of the master sheet, the names of the individual sheets and a name for the final, consolidated sheet. The final yearly balance sheet is produced automatically by CONS. It can be used and altered just like any other ScratchPad worksheet.

The Impact Company: Yearly Revenue			
Product	Price	London	Manchester
Gadget	£49.95	0.00	0.00
Widget	£29.95	0.00	0.00
Variable Widget	£29.95	0.00	0.00
Fridge	£129.95	0.00	0.00
TV People	£129.95	0.00	0.00
		£9.00	£9.00
Overhead		£9.00	£9.00
Production Costs		£9.00	£9.00
Cost of Sales		£9.00	£9.00
<b>Nett revenue</b>		£9.00	£9.00

## FIGURES

Most people think they left statistics behind when they left school. But statistical analysis is an important part of everyday life, from business meetings to advertising and the media.

# Understanding statistics

Statistics can be invaluable for analysing business data and finding clear and convincing ways of presenting information. Most simple statistics can be handled with a spreadsheet, but for more involved work you need a specialist package.

These provide a range of common statistical functions, of which most are only of use to specialists, but a number have a wider appeal, such as averages and correlation. An introductory book on the subject may suggest a few possibilities.

## Oxstat

**Oxstat** is one such package and consists of a series of linked programs, written in Mallard Basic. Its speed is not unacceptably slow, but it's best suited to the PCW8512, where using the large M drive will speed up the time taken to move between its different parts.

The opening screen is a spreadsheet-like table of rows and columns, which makes it easy to enter and amend the figures for testing. It allows the same set of figures to be tested in different ways without the need for a separate editor or re-typing.

The data can be manipulated in several ways; the Calculator

option lets you perform arithmetic on rows and columns, and there are spread-sheet-style commands to copy and move particular entries. An added bonus is that the results of some calculations can automatically be placed back into the table for further use.

Once the data is ready, a test is selected. Test calculations available through **Oxstat** include medians, means, chi-square, Anova, Spearman's rank, paired T-test, Mann-Whitney U, correlation or Wilcoxon test.

A histogram and scatter graph, with best-fit line, can be produced, but sadly these don't make use of the PCW's graphics and are use normal screen characters – \*, +, etc – which makes the results rather too imprecise for serious users.

The tests provided by statistics packages are always a matter for debate. Some users find useless what others consider essential. **Oxstat's** range is pretty basic, but should be enough for people who don't do statistics for a living.

### FACTS BOX

#### TITLE

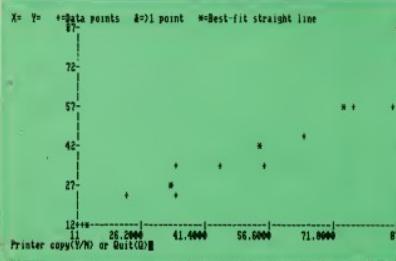
**Oxstats**

#### PRICE

£113.85

#### PUBLISHER

Medstat Ltd



An **Oxstat** scatter-graph, with the data-points marked by +s. Stars indicate the best-fit line, which illustrates the general shape of the data

## Figuring out Figures

### SPREADSHEETS

#### CRACKER 2

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- Trigonometric • Windows
- Macros

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- Windows • Relates spreadsheets

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- Limited maths • Windows
- English-style commands

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- 3-63 char. column width

- Menu driven • Templates of cells can be created

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Caxton/£69.99

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- Drive used for extended workspace • Flexible rows and columns • Versatile calculations

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## Contacts

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London WC2E 9HE

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### SC Coleman

33 Leicester Road  
Ashby-de-la-Zouch  
Leics LE6 5DA  
0530-415919

### Davis Rubin Associates Ltd

1 Canonbourne  
Weston Sub Edge  
Chipping Campden  
Glos GL55 6HQ  
0386-841181

### Logicom

Proteus Computing Ltd  
2 Ifley Road

London W6 0PA

01-748 2302

### Medstat Ltd

City House  
Maid Marian Way  
Nottingham NG1 6BH

0602-411120

### NewStar Software Ltd

200 North Service Road  
Brentwood  
Essex CM14 4SG  
0277-220573

### Software City

382 Kings Road  
Chelsea

London SW3 5UZ

01-352 9220

### System Build

Market Place  
Market Deeping  
Lincs PE6 8EA  
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# SIMPLIFILE

How do you feel when you see adverts for databases that appear capable of running County Hall on an Amstrad - overwaded? - More likely you feel inclined to wait for a more suitable database to arrive - one that is simple to use since the majority of your demands on a database are easily satisfied, but with additional power if required.

Your waiting is over.

SIMPLIFILE is a database written for the Amstrad PCW 8256 and 8512, bearing in mind that many Amstrad users are working with their first computer.

Some features of SIMPLIFILE are:

- Calculation fields - adds, subtracts, multiplies and divides.
- You can find matching data in any selected field - e.g. you could find Manchester by entering M, MAN, MANCH, etc.
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- Conditional input fields - prevents incorrect entry.
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<b>PARALLEL/SERIAL INTERFACE</b> £49+VAT		
<b>NEW! 'MAILMERGE</b> <b>SOFTWARE FOR USE WITH</b> <b>LOCOSCRIPT</b> — £26.95		



**TIGER SOFTWARE**  
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## SOFTWARE for AMSTRAD & IBM COMPUTERS

### Flexi Collection

for PCW1512 & IBM

FlexiFile — one of only two databases rated as good value by 8,000 Plus magazine, this is a fast database offering calculations, reports, filtering, indexing, rebuild, macros and context sensitive help. All new manual includes full tutorial which is also on disk. FlexiWrite — a Wordstar work alike with a friendly face. Easy to use, has mailmerge and can IMPORT GRAPHICS into your documents. Full manual included.

FlexiLabel — total control over mailing and goods labels up to 5 across. Can use data from FlexiFile, FlexiWrite and other databases.

FlexiCalc — a spreadsheet with graphics. Lock-It protects your files using sophisticated encryption and passwords.



### Micro Collection

for PCW8256/8512

Micro Collection comprises MicroFile, MicroWord, FlexiLabel, MicroSpread and Lock-It. Similar specification to Flexi programs but for CPM Plus.

Flexi-collection	PC1512/IBM	£49.95
Micro-collection	PCW8256/8512	£49.95
Saxon cashbook		
accounts	PCW8256/8512	£29.95
Saxon posterprint	All	£29.95
VP Planner spreadsheet	PC1512/IBM	£99.00
VP Info database	PC1512/IBM	£99.00
Newword 2	All	£69.00
Newword 3	PC1512/IBM	£249.00
Cracker 2 spreadsheet	PCW8256/IBM	£49.00
Take 5 accounts	PC1512/IBM from	£49.00
TAS Plus database generator	All	£ call

All prices include VAT and postage - NO EXTRAS  
Send for our brochure for full program details  
Guaranteed 48 hour despatch

**Saxon Computing**

11 Arram Road, Leconfield, BEVERLEY, Humberside HU17 7NP  
Telephone for BROCHURE or ORDERS 0401-50697



## FINANCE

Computerising your business or home accounts won't let you sit back and leave it all to your PCW. But if you adopt a logical approach, it can ease the daily routine.

# Accounting with your Amstrad

Transferring your accounts from paper to computer is generally reckoned to be a good thing. Millions have done it satisfactorily and soon discovered the time that it saves. But it's not something to be approached lightly.

You might think that your PCW8256 is

the perfect machine for running a comprehensive accounts package, only to discover that you need to add a second drive to run the software that's best suited to your needs.

And what is the best package? Will a simple, general accounting package suit your needs or maybe there is a specialist

program tailored to your line of work? There's a lot to consider before you take a single step or spend anything at all.

Sit back and ask yourself some questions. The first should be, are your accounts big enough to warrant being computerised? During the first burst of popularity for the home micro, there was a trend towards using them for all manner of things which were much better done manually; address books, cataloguing the cats, home accounts, anything.

If you've made do up till now with a tenpenny notebook, do you really need to change? And don't forget that if you regard keeping your written accounts as a nuisance and omit to do it regularly, having everything on computer isn't likely to make you apply yourself more diligently to the task.

Are you prepared to develop good working practice? You may feel wary about keeping your precious financial records on disc. There's no need to be, provided you're

## Choosing your system

Are you looking for an accounting program that will handle the payrolls of twenty employees, or just balance your cheque book stubs? It's important that you match power to purpose when you choose a package.

There has been such growth in accounting software for the PCW that the newcomer will most likely be bewildered by the choice. But this proliferation does mean that somewhere there should be the right accounting package for you, if you know where to look and what you want.

### ON A BUDGET

If you're looking for a simple program for home use, or you're in business as a sole trader, with no more than one or two staff, then you'll probably just want to

keep track of your cash and bank records and VAT. In that case, you should be looking at one of the systems under about £40. In this range you'll find **Money Manager** (£29.95), reviewed over the page.

**Simple Accounts** from Cornix Software, costs £34.95. It allows 200 transactions per folio, a folio being a week, month or any other period to suit yourself. VAT is catered for, and income and expenditure can be analysed under 20 different headings. However one peculiarity is that unpaid debts count

The screenshot shows a software application window titled "Saxon Cashbook Accounts". Inside, a table titled "CASH BOOK POSITION" displays financial data:

CASH BOOK	BALANCE
Opening Balance	0.00
Unmatched Receipt	0.00
Unmatched Payment	0.00
Current Balance	0.00

Below the table is a menu with the following options:

- A. Add/Amend Employee
- C. Calculate Payroll
- P. Payslips
- S. Summary
- D. Document Print
- Y. Year Start/End
- M. Maintain File
- R. S.S.P. Records Function

At the bottom right, a button says "Press EXIT to Finish Day".

towards your 200 trans-actions, so if you have too many slow payers they could completely ruin your accounts system!

**Cashbook Accounts** from Saxon Computing is along similar lines and costs £29.95, covering VAT, weekly cash reports and allowing up to 50 payment categories, 10 bank accounts and 175 suppliers.

### MODULAR SYSTEMS

For most people, the next step up from a simple cash-based system probably means a fully-fledged accounting system with sales and purchase ledgers, stock control, payroll, and accounts analysis through to trial balance or balance sheet. This is almost certainly going to require a second disc drive.

The suppliers of such systems know that people in different businesses have different needs, though, and the different modules that make up most of these packages can be purchased separately.

You may, for example, have a predominantly cash-based business; the account could then be handled quite adequately by one of the above, cheaper packages. But if you also have a sizeable payroll or a comprehensive stock system to look after, rather than buy a full system which would be much more powerful and complicated than necessary, you should consider purchasing the individual modules to suit your particular needs.

Camssoft offers a payroll

The screenshot shows a software application window titled "Saxon Cashbook Accounts". It displays a transaction entry form with the following fields:

CASHBOOK RECORDS		VERSION 3.1	TRANSACTION ENTRY	8/12/1985	Saxon Computing
SERIAL :	SUPPLIER KEY :	DESCRIPTION :			
TYPE OF PAYMENT (C/B) :					
BANK KEY :	DESCRIPTION :				
TOTAL AMOUNT : £					
CATEGORY KEY	DESCRIPTION	AMOUNT			

Below the form is a menu bar with the following items: MENU, 1, 2, 3, 4, 5, CENTER, 6, 7. The word "CENTER" is highlighted.

careful. Losing electronically recorded information isn't all that common — when did you last have an unannounced power cut, for instance?

But when working at the computer you must get into the habit of saving information to disc every few minutes. And at the end of the day you must make a back-up copy, so that your entire records are duplicated.

Some people have the impression that computer discs are meant to take the place of paperwork, but that's far from the truth; important records will be printed out anyway. The real benefits of computerisation are to make access to information quicker, remove all the boring financial calculations, and speed up the production of ledger accounts, invoices and so on.

If you still want to take the step towards computerisation, then the first thing to look for is advice. Consult your accountants and see what they know about computerised accounts. Ask if they have other clients like

yourself, who have already taken the plunge. User groups are also a good source of contacts: the PCW Users Group has several hundred members, many of them running small businesses, all of whom are ready to chat to you about their own experiences.

Then, before buying an accounting package, you should list your accounting requirements and look for something that meets them, rather than buying what appears to be suitable and hoping for the best.

Don't be afraid to write to software companies asking if their package will cater for 25 employees, 300+ sales ledger accounts and so on. Their replies will tell you something about their level of interest in their customers. Plus it's also essential to know whether or not they run a support service to deal with your queries and what this costs.

You should also find out if the software runs on one disc drive or two, and perhaps

ask to be put in touch with any satisfied customers. Bear in mind too that the more popular a package, the more support you're likely to get from the software house and other users; a product that's only been bought by three people in the entire country... well, there could be a reason for that.

Don't be daunted by what seems a monumental task. You should run your manual and written accounts side by side for a while, perhaps computerising your cash book or payroll first, followed by your stock records and so on. This allows you to get used to the system slowly, and make your mistakes when it doesn't matter too much.

Look round for computer courses, and remember that for larger businesses it probably isn't wise to have only one member of staff knowledgeable about the system. Your computer isn't likely to get pregnant or catch flu, but humans do.

program for £49.95 that caters for any number of employees, calculates tax, NI, and so on automatically, produces payslips and also gives you a coin analysis for the payment of cash wages.

For £49 MAP's Payroll has similar facilities and will also print out cheques and cater for credit transfers, while Sage's Payroll costs £69.99 and Sandpiper's is £69.95 for a single-drive version, £79.95 for the dual drive.

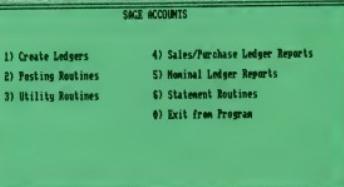
In a similar fashion, stock control programs are available either separately or as part of a package. So are several invoicing programs and the usual sales, purchase and nominal ledgers. Buying a

single package for an independent part of your business records, like payroll or stock control, is one way to familiarise yourself with computerisation without committing yourself to it totally. And the option is still left open for you to add further modules from the same software company's range.

#### COMPLETE PACKAGES

The one disadvantage of buying one module at a time is that it is more costly. You may prefer to take the plunge at once, in which case you'll probably be spending £150-£200.

Sage's system at £199.99 offers full accounting to trial balance and balance sheet, stock records, payroll and



Sage Popular Accounts



Quest Cashtrader

invoicing. Camsoft's combined package costs £149.95, but this excludes their payroll system — a further £49, making £199.90 in total. MAP's costs £149 plus £49 for the payroll module. Sandpiper's complete system costs £179.95 for one drive and £199.95 for the two drive version.

As you can see, pricing tends to be very competitive, and the saving of a few pounds isn't a reason for buying a particular package. Buy the one that you need. Also check the cost of software support, in addition to the package, which can set you back half as much again.

#### SPECIAL NEEDS

Quest Business Software offer

packages that fill slightly different areas. Their Cash Trader at £99.95 acts as a giant cash book with 140 different analysis headings, aimed at those who have no need for detailed ledger accounts. For accountants preparing client information from incomplete records, their Shoebox program at £149.95 provides a nominal ledger to balance sheet service, while they also supply TimeRecorder (£69.95) for the professional practice needing to allocate time and costs to their clients' accounts.

There is also a growing number of packages aimed at particular professions, so check whether there's one aimed specifically at your business.

## FINANCE

The modular approach to accounting packages has distinct advantages if you need a powerful, expandable system. We put MAP's entry into this market through its paces.

# MAP Integrated Accounting Package

The MAP Integrated Accounting suite is typical of many in the £150-£200 range. The modules are available separately, but are at their most powerful when fully integrated.

If you have several subsidiary companies this system will cope with up to 26 different sets of accounts — always subject to your Amstrad's disc capacity, of course!

In theory it is possible to use the 8256's single drive to run the system, with constant swapping of discs, but in practice the space most companies need for data storage means that the second drive is essential.

Be prepared to spend some time simply setting up the system. Three master discs are provided, and all six sides must be

backed up, then separate data discs are prepared for sales, purchases, nominal, stock and payroll. Each of these is then backed up in turn, and don't forget they have to be backed up constantly in use.

After all this work you'll be relieved to hear that the MAP manual is nothing if not thorough, though the indexing could be better. After an introduction to the system, you're told how to initialise data discs. You only need to know how to load a CP/M disc and use DiscKit and everything thereafter is similarly well explained.

The advantage of a full system is its integrated nature. Nominal postings can be done automatically from the sales and

purchase ledgers, while the purchase ledger can also be linked to the stock control system. A 'Batch Control' element has been included — you enter the total figure before starting to post individual items, and the system keeps a comparison for you.

There are training courses available either in Manchester or on-site, while MAP also offer a support service which is free for the first month, and costs £50 for one year thereafter. The payroll support service is free for the first twelve months.

The sales, purchase, nominal and stock control modules that make up **Integrated Accounting** cost £49 each but the four cost only £149 if you buy them together. The payroll module also costs £49, and this has to be bought separately and added to the cost, but the £198 total is a typical price for this standard of accounting package.

## FACTS BOX

### TITLE

**Integrated Accounting**

### PRICE

£149

### PUBLISHER

MAP

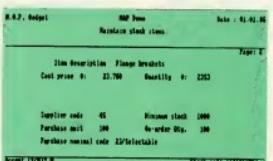
## Mapping MAP



(C8 - User Details) (C9 - File selection) (C10 - Charge Cuspon and Actal)

MAP Function: 01015 To print 0.

The opening screen of Integrated Accounting shows the linked modules. Each module requires its own master disc, plus a disc for storing data, and with various start-up and utility programs as well, all needing back-up copies to be made. You'd be well advised to invest in a capacious disc storage box!



Map: 10070 8 (Printed date: 12/01/86)

The stock control program is comprehensive; a massive 100K for the program itself, with almost a further 30K needed for each 100 stock items on the data discs. Each item can have up to five different buying prices. A Job Costing module can also be added to the system.



A sample of expenses 'pages' in the nominal ledger. Up to 19 different accounts are set aside for each of sales and purchases, 90 for expenses, 20 for fixed assets, plus ledger and bank control accounts, Profit & Loss account; 250 ledger accounts in all. The Journal is also kept in this part of the program.

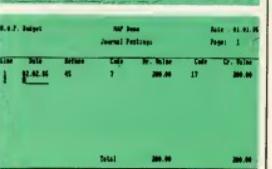


Map: 01015 To print 0.



Map: 01015 To print 0.

The records of one employee, part-entered in the payroll system. Subject to disc capacity, the program will cater for up to 9,999 employees, in 99 different departments, being paid per week, per four weeks or per calendar month. Six types of pay deduction can be handled as well as ten different additions to the basic pay.



The purchase ledger contains a sheet for details of each supplier, and code numbers which link with stock records. A cheque printing program is provided, with stationery available from MAP. You will need approximately 80K of memory per 100 suppliers, and 175K for the sales/purchase program, whether you are using one or both.

## FINANCE

For the home or small business user, **Money Manager** is an introduction to computerised accounting. But how useful is this budget buy?

# Money Manager

For a small business, which doesn't require the complexity of a comprehensive but expensive accounts package, or for home use, **Money Manager** could be the ideal package.

It has undoubtedly attractions if you like to keep a tight rein on your personal accounts. Should you wish to keep track of your bank balance, credit cards and savings accounts, as well as knowing how much you're spending per month or per annum on rates, food, computer software, and so on, it will suit the purpose admirably.

The small business user may also be interested in the package. But how small is small in the eyes of **Money Manager**? Well, the absolute maximum number of entries it will accept for one month is 100, though the manual advises you that this is "subject to the total memory capacity of the computer."

Unfortunately it doesn't go on to explain exactly what that means. The manual's designed to cover all five computers in the Amstrad CPC and PCW ranges. If you take it that, with night-on 100 entries per month each and every month, **Money Manager** will run out of memory, you'll be safe. You could always split your files across more than one disc though.

Each data file that you create can only have a maximum of nine Accounts headings, but between them these can contain up to 50 sub-headings for types of income or expenditure.

The manual is the program's main drawback. One example of its poor organisation is that on page six you're told to select an option, but not told how to do it till page eight. If you later need to change the standard rate of VAT, the manual doesn't tell you how. You'll eventually stumble across it in one of the menus.

It's a shame about the poor instructions because the program itself is very good within its limits. You have to get in there and find things out for yourself, but at least you'll familiarise yourself with what's going on. In its favour, Connect Systems does offer a free helpline, so if you've coped with manual accounts, you should have no major problems.

## FACTS BOX

### TITLE

**Money Manager**

### PRICE

£29.95

### PUBLISHER

Advance

## Managing Money Manager



The accounts and codes that are in use can be listed on screen or printed as a memo, and all codes, descriptions and starting balances can be edited as required. A warning is given not to edit any heading which already has transactions entered, as these would be erased.

### Business data sample

ACCOUNT CODE	A/c Description	Starting balance
1	Bank Vest	2,541.65
2	Cash	-27.67
3	VAT	-143.32
4	Bank Acc.	-142.65
5	Acme Sup. Co.	0.00

Separate monthly summaries are available for VAT purposes, with exempt and zero-rated items listed together in one column, as shown. The amount of VAT due or reclaimable is worked out, though a quarterly VAT return option is not available. This leaves the user to add together the relevant three months' figures.

A print-out of one account for one month. In this case it's a bank current account, though it could as easily be a credit card or even a ledger account. Insertions can be made to add omitted items, such as bank charges, while any unclaimed debits and credits can be 'postponed' to the following month to facilitate bank reconciliations.

### Personal data sample

VAT statement for Dec-86

All 1 accounts

All 1 entries

Debit entries included

Debit entries included

Exempt entries included

Zero-rated entries included

VAT rates: Standard rate at 15 %

0 = zero rated

p = except

Print VAT

Day Ac Ref Cl Description Ex Exempt/Zero-rated Taxable Rate VAT Total

1 1 000 h1 Garage 360.00

1 2 121 7 Travel 1,867.00

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## Big money - compact accounts

If your business is medium sized, or you expect to expand in the near future, Compact's comprehensive accounting system, based on a highly praised PC original, has many strengths.

Though the various elements can be bought separately, a big saving can be made with the complete Accounts package. All output from these programs can be used with many major word processors and spreadsheets.

For the smaller business that doesn't require full ledger accounting, the Daybook should suffice. It allows up to 32,000 accounts and transactions in sales and purchase daybooks. It also includes a nominal ledger for financial reports, and caters for 10 VAT rates.

The next four programs make up the Accounts package. The Purchase Ledger includes batch processing for all types of transactions, including prepayments. It caters for VAT analysis and reporting for 32,000 suppliers and transactions. The Nominal Ledger is equally powerful, maintaining double entry book keeping standards. It reports to trial balance and allows full journal posting.

The Sales Ledger is best used with the Invoicing package. The former maintains full details of customers, and lets you set credit limits while Sales Invoicing can be used as a dedicated typewriter, or it can produce product profitability reports, to help analysis of successful lines.

If you need a Payroll package, Compact's incorporates the latest SSP and NI requirements and can calculate hourly, weekly or monthly pay. It can cope with up to 18 allowances or deductions. The Stock Control program eases this worry by providing instant access to stock situations, including re-order levels and prior allocations to customers.

Compact is well supported, and stationery packs specifically designed for the programs are readily available. Readers in the Midlands area can also obtain support and training from distributors Rowtall. Telephone support is 12½ per cent of the

18 HIGH STREET	4 SUN
THE GEORGE HOTEL	5 THE TIMES
1 LOWER ROAD	3 TELEGRAPH
149, MANEY HILL ROAD	1 CAR MONTHLY
160, MANEY HILL ROAD	1 SUN

DEBTORS NO. NAME	100 - 109	18/06/86	A/C PER 3 PER 2 PER 1 CURRENT TOTAL WEEKLY
100 SANDY WABCHANT	M	4.04	4.04 1.44 9.52 3.44
101 JOHN SMITH	M	0.42	0.30 0.72 0.34
102 BARCLAYS BANK	M	35.80	35.80 12.99 84.59 23.29
103 EXPRESSED TELE	M	1.00	1.00 0.88 2.00 1.20
104 SIR JAMES	M	3.98	2.45 2.45 3.00 10.88 1.66
105 MR. D. MONROE	W	4.45	2.44 2.46 2.00 2.88 15.93 2.92
106 Will Scarlet	M	2.16	1.92 1.22 5.30 1.44

139.82

### Example of Debtors List

**Supernews** produces lists for rounds... and warns you of outstanding debts.

program price per annum, while training costs £50 a half day, on a one to one basis.

### DAYBOOK

Compact  
£49.45

### PURCHASE LEDGER

### NOMINAL LEDGER

### SALES LEDGER

### SALES INVOICING

### STOCK CONTROL

Compact  
£69.99 each

### PAYROLL

Compact  
£99.99

### COMPACT ACCOUNTS

Compact  
£199.99

### SUPPORT AND TRAINING

Rowtall Computing Ltd

£N/A

## Tailored to the trade

Though a general accounting package will cope with most situations, you could find that there's a program designed specifically for your trade or profession.

As well as saving you the trouble of adapting an off-the-shelf system, it could offer facilities unavailable elsewhere. Most of these packages combine elements of databases and financial software, to help you keep a close eye on what's happening. Many of them are also designed with the computer novice in mind. But because of their specialised nature, you can end up paying as much as the PCW — or more!

The **QUAFF System** is intended for replacement window companies, providing accurately costed quotations and workshop cutting lists for PVC or aluminium fabricators. You have to enter a plan and from that full details of labour and material costs, plus cutting

lists and a customer quote are produced. There is also a sealed-unit pricing program and a window labelling utility.

A more general Job Coster is available from Quest and it can help any self-employed plumber, electrician, joiner or small contractor to keep a record of material costs, wages and receipts. Each job in progress is kept as a separate file for all transactions, and suppliers are listed separately for materials, employees and subcontractors.

The amount of paperwork for newsgroups is phenomenal, but **Supernews** puts most of it onto your computer. The customers list allows for holiday stoppages and special stops on the TV magazines, while a separate publications file can cope with 200 dailies, 5 evenings and 195 monthlies. Debtors and round lists can both be produced.

Another job with heavy stock problems is that of the landlord. **Bar Stock Control** is suitable for every type of licensed premises and lets you enter your own stock descriptions, case sizes, yields, cost and selling prices. Purchases and closing stock are quickly entered and provision is made for returns, allowances for credit/loans, spillages and overheads.

Taking Joyce down on the farm is now an option thanks to two companies. ANC Agricultural Software produces programs for farmers with cattle or chickens. For example, its Egg Monitor copes with income and grading, feed costs, consumption and mortality. Sum-It produces its Farm Accounts as a main module, with additional modules to cover Dairy and Beef Herds, Pig and Arable Management.

Meanwhile the motor trade can get their accounts on the road with Midas Systems. The

software requires an 8512 or equivalent, and versions are available for motor, motor cycle and caravan dealers. Stock control, vehicle pricing, quotations for both cash and finance, and sales and possible sales can be filed. The result of this accurate report on business should be better planning.

Once the car's on the road it needs petrol, and Gemini's Garage Management provides support for the forecourt. At its core the software suite offers sales and purchase ledgers, VAT analysis, creditors and debtors reports, credit card analysis, a banking report and cashflow analysis via a spreadsheet. Modules include a petrol subsidies report, state-of-the-company analysis, payroll and sick pay packages.

**Videofile** handles the stock and out-going and incoming tapes and membership of video libraries. The 8512 version can hold over 9,300 entries. Opticians could find the Patient Recall package from John Beavan Associates a help with appointments. It provides label printing and mailmerge.

Finally, whatever your business, **Mint Fixed Assets** lets you keep track of all your assets and their depreciation. A full audit trail of every transaction is provided.

### QUAFF WINDOW REPLACEMENT SYSTEM

CJ Systems

£287.50

### JOB COSTER

Quest

£99.95

### SUPERNEWS

Bubble Bus

£218.50

### BAR STOCK CONTROL

Quest

£99.95

### FARMING SOFTWARE

ANC Agricultural Software

£N/A

Sum-It Computer Systems

£N/A

### MAXI-MISER MOTOR TRADE

Midas Systems

£460

### GARAGE MANAGEMENT

Gemini

£499

### VIDEofile

SP Electronics

£79.95

### OPTICIANS PATIENT RECALL

John Beavan Associates

£99.95

### MINT FIXED ASSETS

John Beavan Associates

£99.95

## Taking account of Accounts

Product	Price £	Cashbook	Nominal Ledger	Purchase Ledger	Sales Ledger	Invoicing	Stock Control	Daybook	Payroll	Twin Drive	Other
<b>ADVANCE</b>											
Money Manager	29.95										
<b>CAMSOFT</b>											
Integrated System	99.95					•	•	•			
Individual modules £49.95 each.											
Integrated System	99.95			•	•	•					
Integrated System	149.95			•	•	•		•			
Payroll	49.95								•		
<b>COLLEEN</b>											
Payroll	29.95								•		
<b>COMPACT</b>											
Accounts	199.99			•	•	•	•				
Individual modules £69.99 each.											
Daybook	49.45							•			
Payroll	99.99								•		
Stock control	69.99							•			
<b>CORNIX</b>											
Simple Accounts	34.95		•								
<b>CJF LOWE</b>											
Amsac Personal Accounts	14.95		•								
<b>MAP</b>											
Integrated Accounting	149.00		•	•	•	•	•	•			
Individual modules £49 each.											
Payroll	49.00								•		
<b>QUEST</b>											
Pocket Cashtrader	99.95		•								
Shoebox	149.95			•							
Time Recorder	69.95								•	•	
Amstrad Business Control Suite	99.00			•	•		•	•	•	•	
Purchase Ledger	33.00			•					•		
Nominal Ledger	33.00			•					•		
Quest Business Control Suite	99.00			•	•		•	•	•	•	
Purchase Ledger	33.00			•					•		
Nominal Ledger	33.00			•					•		
File Expander 1)	49.95								•	•	
Wordlink 2)	49.95								•	•	
Invoice Spooler 3)	29.95								•	•	
<b>SAGE</b>											
Popular Accounts	99.99		•	•	•						
Popular Accounts Plus	149.99		•	•	•	•		•			
Popular Invoicing	69.99					•					
Popular Payroll	69.99							•			
<b>SANDHURST</b>											
Micro Simplex	99.95		•								
<b>SANDPIPER</b>											
Accounts (Single drive)	129.95		•	•	•	•	•	•			
(Double drive)	149.95		•	•	•	•	•	•			
Payroll (Single drive)	69.95								•		
(Double drive)	79.95							•	•		
Combo Pack (Single drive)	179.95		•	•	•	•	•	•			
(Double drive)	199.95		•	•	•	•	•	•	•		
<b>SAXON</b>											
Cashbook Accounts	29.95		•								

1 Expands ABCS, QBCS, Shoebox or Time Recorder. 2 Transfers ABCS or QBCS details to WordStar.

3 For use with ABCS or QBCS.

## Contacts

### ANC Agricultural Software

13 The Butts  
Aynho, Nr Banbury  
Oxon  
OX17 3AN  
0869-810294

### Advance Software Promotions Ltd

Unit 1  
Harolds Close  
The Pinnacle  
Harlow  
Essex  
CM19 5TH  
0279-412441

### John Beavan Associates

63 York Road  
Montpelier  
Bristol  
BS6 5OD

### Bubble Bus Software

87 High Street  
Tonbridge  
Kent TN9 1RX  
0732-355962

### CJ Systems (Software Support) Ltd

38 Hodder Drive  
Perivale  
Middx UB6 8LL  
01-998 9257

### Camsoft

Cambrian Software  
Works Ltd  
Unit 2, Maenofferen  
Blaneau Ffestiniog  
Gwynedd  
0766-831878

### Colleen Ltd

Colleen House  
18 Bishop Street  
Penygraig  
Tonympandy

### Mid Glamorgan Compact Software Ltd

1 Paper Mews  
330 High Street  
Dorking  
Surrey RH14 1QX  
0306-887373

### Comix Software Ltd

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Letchworth  
Herts SG6 4ET  
0462-682989

### CJF Lowe

2 Christ Church Square  
Accrington  
Lancashire BB5 2NA  
0240-27238

### Gemini Marketing Ltd

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Concorde Road  
Dinan Way Trading  
Estate Exmouth  
Devon EX8 4RS  
0395-265165

### MAP Computer Systems Ltd

105-107 Windsor Road  
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Manchester  
OL8 1RP  
061-624 5662

### Midas Systems Ltd

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08045-6566

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Walsall WS1 3LX  
0922-615411

### SP Electronics

48 Linby Road  
Hucknall, Nottingham  
0602-640377

### Sagesoft plc

NEI House  
Regent Centre  
Gosforth  
Newcastle Upon Tyne  
NE3 3DS  
091-284 7077

### Sandhurst Business Systems

Cheshire House  
Castle Street  
Macclesfield SK11 6AF  
0625-615375/615000

### Sandpiper Software

24 Abbot Street  
Wrexham

### Clwyd LL11 1TA

0978-358832

### Saxon Computing

3 St Catherine's Drive  
Leconfield, Beverley  
Humberside HU17 7NT  
0401-50697

### Sum-it Computer Systems

Hillcroft

Chinnor Road

Bledlow Ridge

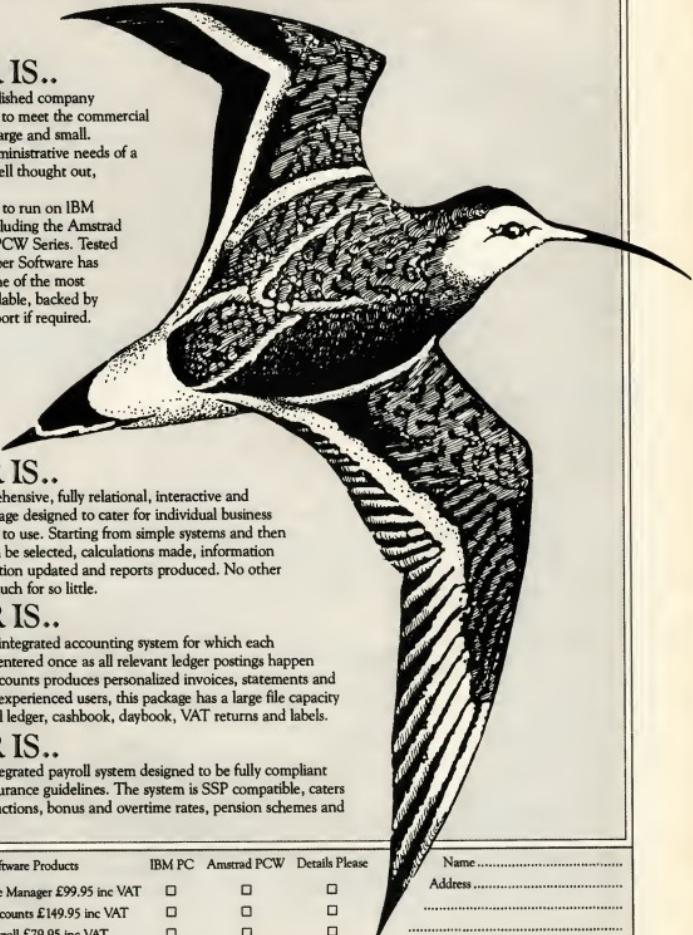
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# WHAT IS SANDPIPER?

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All products are available to run on IBM PC/compatible machines including the Amstrad PC 1512, and the Amstrad PCW Series. Tested in the market place, Sandpiper Software has proved, by demand, to be one of the most popular software ranges available, backed by full customer telephone support if required.



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**kirk**

One of the most exciting aspects of business computing is the area of communications. Suddenly your PCW becomes a gateway to a wide variety of services. And all it takes is a modem, a phone line and a little software. . .

# The world beyond your PCW

Connecting a micro to the telephone lines has never been easier. You just need a modem (short for modulator/demodulator) to connect the computer to a telephone socket and some driving software to make it understand the signals it will receive.

But before you get carried away with the joys of technology, stop and think. What do you want from electronic communications? Will you be using electronic mail instead of traditional postal methods? Are you going to be transmitting large amounts of data over the telephone lines? Do you plan on accessing services such as **Micronet**? Do you plan on using on-line database services?

Electronic mail is one of the most obvious attractions of communications. You can send memos, letters, even reports, to any other E-Mail user. It is many times quicker than conventional mail services, and you can send the same form letter to a large number of people simultaneously. The time of day shouldn't matter, either. Not everyone you want to communicate with via electronic mail will be capable of receiving it, but you'd be surprised how many are.

Incidentally, if you have a modem you can also use electronic telexing — which means you can send and receive telexes without all the bother of having an old fashioned telex machine.

If your company has offices in different locations, or if you do a lot of work from home, transmitting data over the telephone lines could be well worth while. You'll need two or more micros, each equipped with a modem, of course.

The advantages of sending information in this fashion are basically speed and convenience. You can transmit the equivalent of a bulky sales report in a very short time, and you can work away from the office, using the system at any time of the day or night, making use of cheap phone rates.

Whilst certain business services are extremely costly, there are a number geared towards the individual rather than the large company. **Micronet**, **BT Gold** and similar concerns offer the advantages of electronic mail plus a whole lot more.

For a very reasonable subscription and low hourly charge, providing you avoid the peak times, you can access online magazines, news services, teleshopping (make your selection on your screen, type it

in, and pay by credit card), information libraries, and bulletin boards. On these you can contact other computer users which could be useful if you need advice on something in a hurry.

Of course, you can access the independent, amateur bulletin boards too, if you wish. These are often of a very high standard, although they won't have the resources of the commercial operations.

Finally, you can make use of commercial databases. Basically, a database is a collection of information stored on a large computer. It can be just about anything: information on stock and share prices or foreign exchange rates going back for a year; patent information, chemical abstracts; the full text of articles from news papers and magazines around the world. . . the choice is almost endless. There are literally thousands of databases available internationally.

For example, if you run a small company which exports a product, you may need information on foreign laws, tax, transport and the size of overseas markets. You can

get it all from various databases.

Most databases allow for sophisticated search and retrieval. If you input key words — 'oil', 'gold', 'Russia', for example — you could obtain all the stories on oil and gold discoveries in, or sales to, or by, Russia.

If you think you will use online communications a lot, a modem could well be a valuable asset for your business. But remember that, whatever you plan to use comms for, there may be hidden costs.

Don't forget your telephone bill, or the charge made by the information services. Some of the database services can cost £70 an hour or more, and if you're only going to use them for one or two enquiries, they may not be cost effective. Unless you plan on using them a fair amount, it could prove cheaper to choose more traditional methods.

However, if you plan your communications wisely and don't get carried away with such an exciting part of the new technology, you will be able to benefit from the biggest revolution in the exchange of information since the invention of the printing press.

## The jargon of Communications

Computing has a reputation for jargon, and it's never more dense than in the field of communications. Here's brief round up of some of the more common terms.

**ASCII** American Standard Code for Information Interchange All printable characters are given a value in hexadecimal between 20 and 126.

**Baud** Data transfer, measured in bits per second.

**Bulletin Board** Like a board on which you pin notices, a bulletin board lets you display messages. Many are privately run by enthusiasts.

**Columns** How many on-screen columns can be used for text or block graphics. Standards are 80, or 40 on home computers.

**Carrier** Tone produced by the modem to inform the receiving computer that data is being transferred.

**Download** To save information or a program from a board into your computer.

**Hacker** Hackers use their deductive and programming skills to enter parts of systems or other on-line computer services. Despite certain well publicised cases, security is not a major problem at the moment, though all users should be careful to guard their passwords.

**Log On** To access a communications system.

**Privilege** Not every user will be allowed into every area of a comms system. Access may be limited for a number of reasons.

**Smart** Used of a modem, it means that it can provide certain useful facilities that a manual one wouldn't.

**Sysop** A SYStems OPerator, responsible for running a system.

## COMMUNICATIONS

Even when you've made all the connections between modem, micro and phone socket, you need software to tell your PCW what to do . . . and it can make for trouble-free communications.

# Talking softly

While Chit-Chat is almost certainly the friendliest piece of communications software available, there are alternatives, which cater for different needs.

Comm+, bundled with several modems, is a comprehensive system, though it requires a lot of work before you can actually use it. Rather than putting you directly in command, it's a communications program generator. It's equally suited to direct or modem-linked communications.

NewComm C-STAM is aimed at inter-computer links, letting you send files between PCs or to IBM PCs. It's also a communications package.

Also from NewComm, DataMail is a low price Viewdata and E-Mail package. Its E-Mail facilities support One-to-One and Telecom Gold, among others, and it can store Prestel frames.

Finally, don't forget the public domain software, available from libraries, such as the one run by the CP/M Users Group. Of these, Modem 7 is held in high regard, and though it lacks many of the flashier features, such as an auto dial directory, it can do the job for the price of a disc.

### Comm+

£86.25

Margolis & Co

NewComm C-Stam/DataMail

£44.00/£39.95

Newstar

Modem 7

CP/M Users Group

## Contacts

CP/M Users Group (UK)

72 Mill Road

Hawley, Dartford, Kent

Margolis & Co

105 Foundling Court

Marchmont Street

London WC1N 1AN

01-278 3032

NewStar Software Ltd

200 North Service Road

Brentwood, Essex CM14 4SG

0277-220573

Sagesoft plc

NEI House

Regent Centre, Gosforth

Newcastle upon Tyne NE3 3DS  
091-284 7077

## Chatting with Chit-Chat

Chit-Chat is generally reckoned to be the Rolls Royce of Amstrad communications software. It's easy to use and provides a host of labour saving facilities, but you pay for the power.

Chit-Chat comes in three versions, one to handle E-Mail,

one to access Viewdata services, and Combo, which contains all the facilities on one disc. This is the version reviewed here. It's also available complete with a basic modem, the Pace Nightingale.

Providing you follow the instructions carefully, you'll

have no trouble creating a working copy, though £256 owners have to swap discs rather than load. You are then asked to enter your name and address, which not only personalises your copy but also discourages illegal duplication.

One of Chit-Chat's most appealing features is its use of function keys tied to menus, which appear at the bottom of the screen. Certain functions remain constant, such as Help on [F8], and [T] is always the way out of a situation. The opening screen is the route to all of the program's facilities. Note the clock at the top right hand corner of the screen. This lets you send messages even when you're away from the keyboard, provided you set it at the start of a session. But remember to leave your PCW on.

Select function by pressing key F1 ... F4

With room for 24 entries in its directory, Chit-Chat should be able to cope with all of your comms numbers. If you have a manual modem you'll still have to dial the number yourself, but auto-dial hardware even takes over that stage of logging on. You just select the system required with the cursor bar, then press [F4], Connect to Host, and away you go.

File: MSTD00

Best open : 14:49:42SC

Phone number : 01 553 3946

Call type : DIRECT DIAL

Call time : 14:49:42SC

Step bits : 1, 2

Wait request : NO

Request : NO

Max request : NO

Max wait : NO

Next entry key : F4

Date logon : 14:49:42SC

Connection : 14:49:42SC

Protocol : 14:49:42SC

Date password : 14:49:42SC

Press : F1

Press : F2

Press : F3

Press : F4

Press : F5

Press : F6

Press : F7

Press : F8

Press : F9

Press : F10

Press : F11

Press : F12

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You need a modem for almost every type of computer communication, but be prepared to pay anything from £100 to over £700, depending on the features you require.

# Making sense of modems

The only time that you can link two computers directly is when they are of the same type and within very close range — the same room or adjacent offices. Even then you'll need an RS232 serial interface and cables, as well as software to control the transmissions and reception.

Though it may not sound very ambitious,

this low level of communication still has its uses, if you are constantly exchanging information between two PCWs. However communication really comes into its own when you start to use the telephone lines to access other computers, be they micros or mainframes.

For this you'll need a modem, and though a

few use acoustic coupling, so that the telephone handset sits in two rubber cups, most plug directly into a phone socket.

The acoustic variety can be used with old fashioned phones that are wired into a junction box, but this is really only of relevance if you'll be using your PCW away from your office a lot. Their great failing is that they're susceptible to extraneous noise, which corrupts the data as it's transmitted as a series of high-pitched tones.

We've considered interfaces in our Hardware section, so here we'll take a look at the modems themselves, along with the features that can make them cost almost twice the price of the micro itself.

## Choosing a modem

The more you pay for a modem, the more you get. These are the major features to look out for...

**Protocols:** Successful communications depend on certain standards, which are indicated by a V number. The main variable is the rates of data transfer, measured in characters per second, or bauds. Not all systems use the same rates. V21 is 300 baud; V22 is 1200 baud, full duplex; V22bis is 2400 baud; V23 is 1200/75 baud. Which rates you require depends on which services you intend to access, but on the whole V21, which is used by most electronic mail services and V23, used by Prestel, will be enough. However, if you wish to access services in the USA, V22 can also be useful. The V standard also refers to the tones used for transmission.

**Auto Dial:** This lets you send a number from the computer and dial it automatically. If it isn't connected within a specified time it will then ring off again. It can save a lot of time.

Modems which include external auto-dialling of normal phone calls.

**Auto Answer:** The modem detects incoming calls and answers them without the need for an operator.

**Auto Baud Select:** The modem is able to detect the baud rate when it is transmitting and receiving, and switches to that rate automatically. However it won't be able to switch to a rate that it doesn't feature.

**Directory:** A directory to store commonly used numbers, passwords, and so on.

**BABT Approval:** Any equipment which is directly connected to the telephone system must carry British Telecom's approval. Unluckily there has been a backlog of products awaiting the green seal, which means that it is technically illegal to use them.

**Hayes Compatibility:** Hayes Protocol is named after an American modem, and indicates a fully automated product, so that all controls can be sent from the computer, without the need to alter buttons on the modem itself.

**Other Features:** Top of the range modes often include features such as a timer, which lets your PCW transmit a prepared file at a specified time, even if you're away from your workstation; carrier strength indicators, to warn of bad transmissions; and monitors, to provide audio confirmation of signals.

PRODUCT	PRICE	PROTOCOLS	AUTO DIAL	AUTO ANS	AUTO BAUD	BABT APPRO.	NOTES
<b>AMSTRAD</b> PO Box 462, Brentwood, Essex CM14 4EE							0277-230222
Amstrad	£99.95	V21; V23				●	Badged Pace Nightingale, but includes software. Free first quarter Micronet sub.
<b>KDS</b> 15 Hill Street, Hunstanton, Norfolk PE36 5BS							04853-2076
Chatterbox	+VAT £150	V21; V23	●	●	●		Single unit; includes RS232 and Centronics interfaces.
<b>MIRACLE TECHNOLOGY</b> St Peters Street, Ipswich IP1 1XB							0473-216141
WS2000	£125 +VAT	V21; V23				●	Basic home model.
WS3000 V21/V23	£295 +VAT	V21; V23	●	●	●	●	Hayes compatible; full feature, including audio monitor, etc.
WS3000 V22	£495 +VAT	V21; V23; V22	●	●	●	●	
WS3000 V22bis	£650 +VAT	V21; V23; V22, V22bis	●	●	●	●	
WS4000	£150 +VAT	V21; V23	●	●	●	●	Hayes compatible
WS4000 V22bis	£400 +VAT	V21; V23; V22bis	●	●	●	●	
WS4000 V22bis	£555 +VAT	V21; V23; V22bis	●	●	●	●	
<b>MODEM HOUSE</b> 70 Longbrook Street, Exeter, Devon EX4 6AP							0392-213555
Voyager 11	£99.95 +VAT	V21; V23; 1200/1200 half duplex	●	●	●	●	Comm+ software included; reverse Prestel to host comms.
<b>PACE</b> Juniper View, Allerton Road, Bradford BD15 7AG							0274-488211
Nightingale	£99 +VAT	V21; V23				●	Available bundled with Sage Chit-Chat Combo.
Series IV 2123	£265 +VAT	V21; V23	●	●	●	●	Fully Hayes compatible; timer, monitor; carrier strength and detect line.
Series IV 2123	£265 +VAT	V21; V23	●	●	●	●	
Series IV 22	£479 +VAT	V21; V23; V22	●	●	●	●	
Series IV 22b	£619 +VAT	V21; V23; V22bis	●	●	●	●	
<b>ROBERT EDWARDS</b> 236 North Road, Hertford SG14 2PW							0992-54118
CommTel-X	£199 +VAT	V21; V23; 1200/1200 half duplex.	●	●	●	●	Comm+ software, interface and leads included.
<b>TANDATA</b> Albert Road North, Malvern, Worcs WR14 2TL							06845-68421
TM 110	£99 +VAT	V23	●	●	●		
TM 512	£255 +VAT	V21; V23	●	●	●	●	Hayes compatible.

## COMMUNICATIONS

The range of services available from electronic communications is growing every day. We look at one of the largest systems, as well as surveying what else is on offer.

# Information at your fingertips

## Getting onto Micronet

**Micronet** is one of the oldest communications networks, and one of the most comprehensive. It's a closed corner of **Prestel**, but a subscription to **Micronet** also gives you access to **Prestel**'s wide range of business and communication facilities.

Not that **Micronet** is the only system you'll ever need. Many of its services will be totally irrelevant if you only want E-Mail, for instance. But many people want a mixture of business and leisure activities from communications, and it is here that **Micronet** comes into its own.

Logging on to **Micronet** is similar to any board. You ring your local computer number and when you hear the tone, hand over control to the PCW. Once the connection is made, your user number is requested, followed by a private password, to ensure that nobody else logs on at your expense.

After that you're free to roam **Micronet**'s pages. Paths through the sections are indicated on screen, so you can take a slow and simple route, or if you know the page number of the section that you want, you can move straight to it.

The only time you'll find your way barred is when you reach a CUG, or Closed User Group. There are a number of these, catering for specialist interests, but a small fee gains access.

Small businesses will find a variety of useful services ready and waiting. Bizznet provides everything from a letters column, to advice on starting and running a business, and even provides legal aid. You send your question down line, and expert advice soon appears on screen.

A recent development on Bizznet is computerised accounting. Payments and receipts can be sent to MAS Accountants, an independent firm founded in 1964, and books will then be prepared and returned through the post, at a considerable saving on the normal charges.

If you have specific business computing queries, computer consultants Interlex

offers support on two levels. Queries sent to their mail box will be answered on the open lines, or for a fee of £25 per annum, they provide a personal service between 9am and 9pm daily.

**Micronet** also caters for comm-

unications. **Prestel** allows you to send telexes anywhere in the world without a telex machine. Cost are low, from 50p a frame of approximately 100 words for the UK, to £5 a frame for maritime communications. Incoming telexes, to your personal mailbox, are free. Mailboxing (or MBX-ing in communications slang) is another valuable facility, provided the person you are contacting is also a **Micronet/Prestel** subscriber. However, this is one area where you'll have to look at your contacts, to see which systems they subscribe too.

Communications also make up an important part of **Micronet**'s leisure appeal. It's quite easy to spend an evening in electronic conversation, with people from all over the country, on the open chatlines. If you want to talk about a specific subject there are several specialist lines too.

Along with multi-user games, an up-to-the-minute news service, features sections and specialist micro sections, **Micronet** has something to interest almost everyone. And if you're worried about cost, don't be! Providing you ring out of peak hours, avoiding **Prestel**'s business user charges, most areas are free.

## Communications costs

Costs vary greatly, for registering with a service and using its facilities. Several services offer individual registration and more expensive corporate rates. With **Prestel** and **Telecom Gold**, it is cheaper to subscribe through **Micronet** and **Microlink**, though to benefit fully from the reduced rates, you'll have to use them out of peak hours.

Once you are registered, the costs of services, such as sending a telex or hiring a mailbox, are also very different. You may also find yourself facing a minimum monthly invoice. **Micronet** is currently the cheapest service, with low subscriptions, no minimum charge, free mailbox rental with unlimited free messages, and no connection charge, off-peak. But the situation can change in this highly competitive growth market, so check for current details.

If this still seems expensive, the good news is that by using British Telecom's Packet Switch Stream (PSS) system, however far you live from the host computer, you pay only local call rates, not long distance. This also works for overseas communications. Full details are available from British Telecom.

## Surveying the services

Service/ contact	E-mail	Telex	Notice board	Radio paging	Databse	Notes
Comet 0527-64274	•	•				Telemessages
Easylink 01-633 9577	•	•				Dial-a-gram; translation
Microlink 061-456 8383	•	•	•	•		Part of Telecom Gold. Translations; teleshopping; leisure; chatlines; CUGs.
Micronet 01-278 3143	•	•	•			Part of Prestel. Wide range of interactive business and leisure services.
One-to-one 01-351 2468	•	•	•	•		London only courier service; distribution lists for mass circulars; noticeboard has free advertising.
Prestel Freefone 2296	•	•	•			Major business service; comprehensive data services plus electronic purchase of tickets, etc.
Telecom Gold 01-403 6777	•	•	•	•		Powerful database; easy and cheap direct access to US MBXs; message storage and remote sending.

# WORLD DOMINATION BY FRIDAY



...or Tuesday...or Thursday... the sooner you send off the coupon, the sooner you'll have the entire knowledge of the world at your fingertips. The Voyager range of Modems has full BART approval and is fully compatible with just about any micro throughout the world. And you could pay twice the price for a modem and still not get these features:

- Multi Speed – including 300/300, 1200/75, 75/1200 full duplex, and 1200/1200 half duplex
- Full Function LED Display
- More software support than any other Modem – and the best.

#### The Voyager CPC range of Software gives you:

- Auto Dial/Auto Answer
- Full Colour Prestel/Viewdata Emulation
- Full Prestel/Viewdata Graphics Emulation
- Full Telesoftware support
- Full Upload/Download and/or Spooling to Cassette, Disk, Memory and/or Printer
- X-Modem File Transfer
- Bulletin board Software available soon
- The total software on ROM package for just £39.95 (ex-VAT)
- PCW Software available – the most powerful and best-selling pack – £75.00 (ex-VAT).

With Voyager 7 you can link Prestel, Micronet, Viewfax, Amstrad, BT Gold, Microlink – and most other data bases – and for 98% of the country it'll cost you only around 40p per hour (cheap rate) to run (Assuming

Prestel local call access).

**Special Introductory offer:** We'll pay your VAT. A complete CPC pack – Modem and Software – for just £119.90. PCW Pack (Voyager II and Serial Interface) £199.95.

Fill in the coupon then stand by to access mainframes and micros – worldwide.

**MODEMHOUSE**  
**THE SINGLE SOURCE SOLUTION**

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Software and Modem. Order direct from us  
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Devon EX4 6AP  
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2. Complete Amstrad CPC pack inc. Software & Modem £119.90

3. Complete PCW Pack (Voyager II Software & Serial Interface) £199.95

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OR Access No: \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

Post to: Modern House, 70 Longbrook Street, Exeter,  
Devon EX4 6AP Tel: (0392) 213355

A/9/86

## GRAPHICS

It is said that a picture's worth a thousand words. Fortunately, the PCW's high resolution graphics are well suited to illustration... and you don't even need much art experience!

# Picture this

Computer graphics are much in demand today. Whether you're producing a cover for a report, a graph to illustrate it, a technical design or a sketch, your Amstrad can turn you into an artist.

Just as a word processor takes the pain out of writing, a drawing package allows you to alter illustrations time and time again without tearing the paper or smudging the ink. The inexpert draughtsman can also produce lines and regular shapes without having to worry about keeping angles true.

There are two main and very different approaches to computer graphics. One is purely software based, while the other uses hardware to help you in the act of drawing. We've taken an in-depth look at each method.

## Representing Figures

A graph is often the best way of presenting complex data, so why not exploit your Amstrad's graphic capabilities?

**Polyplot** is part of the **Polyprograms** suite reviewed in the Word Processing section. It can create bar, line and pie charts and four sets of data may be placed on the same axes, with up to 20 points for each set. Data is manually entered but results are portable to the other Polyprograms.

**DR Graph** is companion piece to **DR Draw** and features that program's friendliness. Line, bar, bar and line, pie and

# DR Draw

The box of **DR Draw** boasts that it's 'From Digital Research, The Creators of CP/M'. With a pedigree like that you'd expect something special. And you get it.

The package is totally software driven and specially geared to producing regular geometric shapes, straight lines and arcs, making it most suitable for planning and design applications. This program can produce anything from a cover for a report to a ground plan.

In keeping with this design philosophy **DR Draw** treats each element of a picture as an

overlay with the most recent element clearly indicated. This allows you to manipulate the chosen portion, usually the most recent addition, in a variety of sophisticated ways. You can move it, copy it to any position, or even alter details.

Correcting errors is also simple. The Delete option removes the selected element, while Undelete replaces it, so it's easy to experiment by adding and removing details. Printing out your picture, which can be saved on disc for further work at a later date, also provides a variety of options and printing formats.

Despite this versatility, the program is easy to use. It's controlled via a series of menus

and sub-menus which appear at the top of the screen. The manual is also a model of clarity, taking you step by step through various projects. Even installing **DR Draw** is easy, though the program's size means that 8256 owners will spend a lot of time swapping discs.

**DR Draw** is friendly to use and turns graphic design into a joy rather than another time-consuming chore.

## FACTS BOX

### TITLE

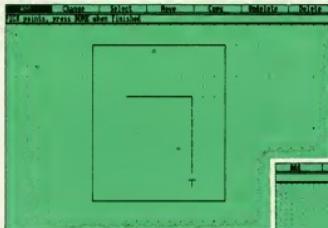
**DR DRAW**

PRICE £49.95

PUBLISHER

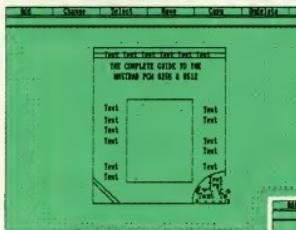
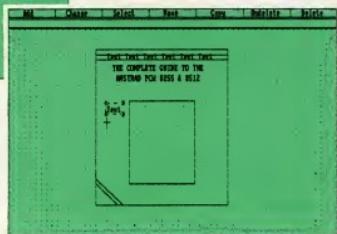
Digital Research

### Creating a cover with DR Draw



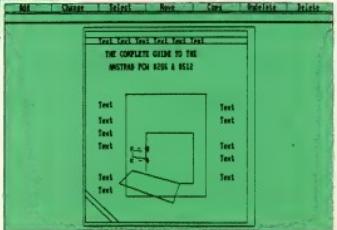
The grid of dots serves as a guide for the cursor, which snaps to the nearest one when 'Space' is pressed. The dots' density can be doubled for more accurate positioning, or you can switch them off with the Change menu. Space will then fix a line at the exact position of the cursor. The dotted line surrounding the word, which has been typed in with the Text option, indicates that this is the most recent addition to the picture.

Choosing the Add option leads to a sub-menu, from which we have selected Line, Start and finish points are chosen with the space bar, and the Return key completes an element, calling up the main menu. Here the cursor, towards the bottom of the frame, is pulling down a line to draw the internal cover box.



Almost complete. The corner section has been deleted, and the design redrawn to fill in lines which were erased by its removal. To facilitate work on the central box the picture has been zoomed to fill the frame. Removing the grid gives you an idea of what the final design will look like, and a frame has been added to show how it will print out on a page.

DR Draw's Copy feature allows you to reproduce the item indicated by the dotted line, saving repetitive typing. Select allows you to choose items other than the most recent element. In the bottom right hand corner of the cover we have drawn an arc which has been filled with text. Using the Change option the typeface has been altered.



text-only graphs are available, and embellishments include fill patterns and exploded 'slices' of pie graphs. Data can be imported from most major spreadsheets, and up to four graphs can be placed on one page.

**POLYPLOT**

£24.95

Newstar

**DR GRAPH**

£49.95

Digital Research

**Peripheral Possibilities**

If the idea of drawing on your screen doesn't appeal, there are two major alternatives. A digitiser tablet lets you work on a sheet of 'electronic paper', often covered with an overlay, dedicated to the task in hand. A mouse is a small box that you move around your desk top to control the on-screen cursor. Although Advanced Memory Systems' mouse was not available at the time of review, it should be included in the Up Date section.

Graffpad 3 is an A4 digitiser tablet, coupled to a Computer Aided Design program, which is totally menu driven. There are all the line and shape drawing routines that you'd expect of such a package, and facilities like zoom, pan, tilt and layering. The use of the pad for menus leaves the screen free for drawing.

**GRAFFPAD 3**

£149.50

Grafsales

**Contacts****Digital Research (UK) Ltd**

Oxford House

Oxford Street

Newbury

Berks RG13 1JB

0635-35304

**The Electric Studio Products Ltd**

13 The Business Centre

Avenue One

Letchworth Garden City

Herts SG6 2HB

0462-895720

**Grafsales Limited**

Unit 02, Penfold Works

Imperial Way, Watford

Herts WD2 4YY

0932-43942

**NewStar Software Ltd**

200 North Service Road

Brentwood, Essex CM14 4SG

0277-220573/213218

# Light pen

The main problem of using the arrow keys to control a drawing cursor is that they make freehand sketching extremely difficult. A light pen is a natural alternative, letting you work directly on the screen.

The Electric Studio's pen, which is about the size of a standard fibre tip, comes complete with an interface which plugs into the rear extension port. You load up the driving software, and you're ready to run. This is another menu driven program, but you use the pen to pick options not the keys.

Drawing on a vertical screen is not quite as easy as on paper, particularly since you don't

actually bring the pen into contact with the curved glass, and the slightest shake is magnified.

To overcome this problem the package provides you with options to draw regular shapes. You're advised to think carefully about what the finished picture will look like, so that you can plan in advance, first laying down the basic shapes then using the Fill, Brush and Spray commands to add shading and texture.

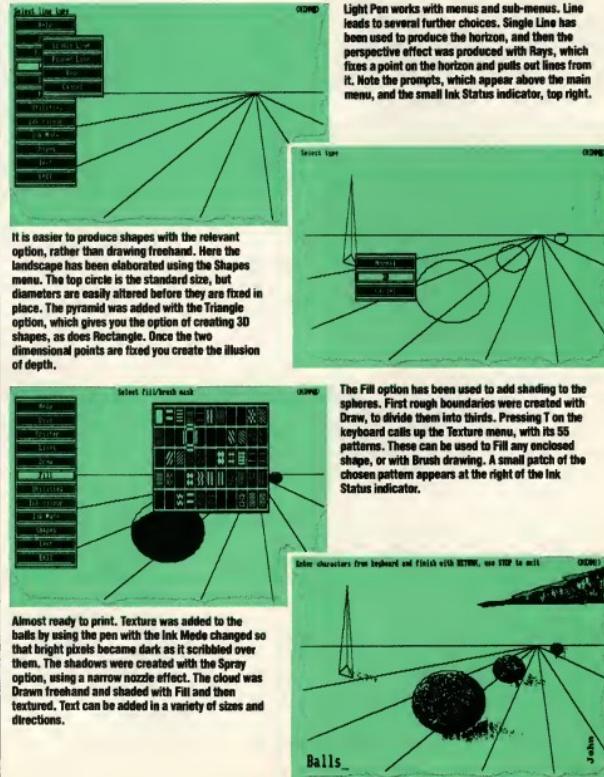
Erasing errors with the Light Pen is similar to erasing pencil lines. You set the Ink Colour so that it will reverse the pixels (the minute dots that make up the picture), turning them green. And if you want to draw on a dark area you'll have to reverse the picture's tones, so that the pen can read the screen.

Saving and Printing pictures is easy, and a useful feature is a GSX operating system driver. GSX does for graphics what CP/M does for business software; a program saved in this format could be transferred to another GSX program, such as DR Draw, for further embellishment.

Light Pen will take a little while to master but once you know its quirks it's a lot of fun and it brings a good range of computer graphic techniques to the Amstrad user.

**FACTS BOX****TITLE****LIGHT PEN****PRICE****£79.95****PUBLISHER****The Electric Studio**

## Light on the Light Pen



# le SOFTWARE

## BUSINESS MANAGER

for the AMSTRAD PCW 8256 and PCW 8512  
A comprehensive business management system

PURCHASES, STOCK CONTROL, and SALES all in one package — le software's 'BUSINESS MANAGER'.

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- ★ Customer Records — name, address, telephones, contact person, discount, quarterly sales and payments, yearly sales and payments.
- ★ Stock Records — supplier, purchase costs, retail prices, wholesale prices, value, quantities — in stock, ordered, minimum level, quarterly purchases and sales, yearly purchases and sales.
- ★ Add, change, delete, display or print Supplier, Customer, and Stock records at any time.
- ★ Orders to suppliers, entry of stock, payments to suppliers.
- ★ Orders from customers, delivery notes to customers.
- ★ Invoices from orders, automatic invoices, credit notes, payments from customers.
- ★ Extensive Reports
  - Stock — lists, purchase details, retail prices, wholesale prices, quantities, quarterly and yearly purchases and sales.
  - Customers — lists, quarterly and yearly sales, sales and payments, statements.
  - Suppliers — lists quarterly and yearly purchases and payments, stock entries (summary and detailed), orders to suppliers.
  - Orders — orders (summary and detailed), quantities ordered, stock below minimum level, profits from orders.
  - Invoices — invoices summary, profits from invoices.
  - Ledgers — purchase ledger, sales ledger.
  - Aged Creditors.
  - Aged Debtors.
- ★ User 'BM HOTLINE' support team.

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**'BUSINESS MANAGER'** £99.95 inc. VAT on sale or return  
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26/05/86 MENU le software BUSINESS MANAGER

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02 Customers	12 Customer Reports
03 Suppliers	13 Supplier Reports
04 Stock Entry	14 Orders Reports
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06 Invoices	16 End of Quarter/Year
07 Credit Notes	17 Purchase/Sales Ledger
08 Payments	18 Aged Creditors/Debtors
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Is there a program that will . . . ? Whatever special application you can think of, chances are that somebody has thought of it before you. Here we review some of those products that don't easily fit in to any particular pigeon hole.

# Odd Jobs

## Fleet Street on your desk

If you've ever had to stick down text for printing, you'll know that laying out a page is every bit as difficult as writing the copy in the first place.

Balancing the length of a piece with the size of type, which is often restricted, particularly if you had to produce it on a typewriter, is a difficult task.

Desk top publishing is a recent software development, and it's one of the most exciting. It could most accurately be described as page processing. The raw copy is just the first step in a chain that eventually produces a finished layout, complete with diagrams, illustrations, or spaces to insert photographs.

Mirrosoft's Fleet Street Publisher was still in prototype form when we looked at it, but its specifications make the first desk top publishing program for the PCW a powerful tool.

The secret of that power is its ability to handle large amounts of data, and to store it, whatever state it's in, while you work on another part of the publication. These are complex enough procedures, so the package must be easy to use, and has to supply information on the flow of articles whenever you need it.

Fleet Street Publisher opts for a WIMP-style environment; the acronym stands for Windows, Icons, Mouse and Pointer. An operating system based on this design lets you select commands with an on-screen cursor. Though the PCW doesn't come with a mouse, a couple are available, and the program is compatible with these, or Electric Studio's Light Pen.

The other important area for a desk top editor is how to produce graphics. Fleet Street Publisher is compatible with output from most graphics packages. Mirrosoft also produces its own, stand alone Graphics Operating System, and illustrations from this can be dumped into your pages. If your graphics needs are less

ambitious, Fleet Street Publisher comes complete with a 'photo-library' of drawings to use.

The starting point for any publication is collecting the individual articles. These are held in initial draft form, ready for editing and then layout.

Meanwhile the pages themselves have to be designed. You have full control over the number of columns and their width; whether text will be justified; where illustrations will go; and where there will be

**Fleet Street Publisher** includes a basic text editor, although written files can be imported from other word processors, including Locoscript. Once they've been sub-edited, you can manipulate the size and style of fonts, enabling you to produce bold headlines and attractive body copy.

Prepare your text with any word processor, whether it's Locoscript or a CP/M system. Mirrosoft's Fleet Street Publisher includes a text editor, which includes word wrap; deletion; slow fast cursor movement; insert and overwrite text; mark block; move block; copy block; relay block; delete block; call the directory mode; enter the layout mode; save and exit to the publication menu; save and return; exit without saving; and save a block.

Copy can be placed in a queue, waiting for you to work on it, and a full or brief status report will be available. If you choose a full report you will have the option of entering some identifying text.

Text can be justified or left a ragged right margin.

The Fleet Street Publisher Photo Library includes a selection of decorative effects, such as borders, letters and punctuation marks, to embellish pages. There are also icons, which can be used to identify articles, and maps, for illustrative purposes.



horizontal rules. Stories are then placed in the page framework, and naturally you can experiment with them until they fit properly.

Finally the pages are sent to the PCW printer, and Mirrosoft is aiming for better quality than is available from Locoscript. You can then take your publication to your local print shop, safe in the knowledge that it's free of inky fingerprints and that no lines of text have come unstuck.

There are literally dozens of

applications for a package like this, from company or society magazines to advertisements or attractively presented reports. It may take some careful planning to use well, but it's also fun, and, after all . . . even Robert Maxwell had to start somewhere.

### FACTS BOX

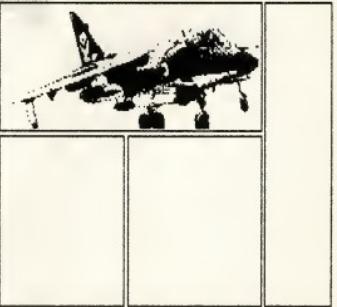
PRICE £TBA

PUBLISHER Mirrosoft



Next you need to produce your illustrations. The Harrier has been drawn with Mirrosoft's own Graphics Operating System, which uses a drop down menu system to provide powerful creative potential. It supports a full range of set shapes and free hand drawing, plus shape fills. In addition you can define windows around picture elements, then manipulate them.

### FLEET STREET PUBLISHER



Once elements are prepared they can be placed on the page. There's a wide range of intelligent text controls available. For instance, copy will run on, automatically adjusting its width, but stopping once it hits a horizontal rule, and continuing in the next column. Meanwhile pictures are scaled and dropped into place.

## The electronic diary

The idea of an electronic diary may seem attractive, but it's also impractical. You can hardly carry your Amstrad around.

But **Time Organizer** is a useful way of arranging appointments and recording anniversaries. Used with print out paper designed for a loose leaf diary binder, available from Filofax, it could be worth its bargain price.

This menu driven program allows you to store 2,920 events, covering a year, on one disc. These are in the form of date, time, and events. You can produce monthly or weekly summaries, use a search facility to cross-reference specific occurrences over a length of time or produce an automatic reminder.

All in all, **Time Organiser's** usefulness rather depends on whether you're willing to load it up whenever you need to consult it.

### Time Organiser

£12.95

£20.00 (with Amsac Accounts)

CJF Lowe

## Projects – from A to Z

Project planning is an exact science. The ability to follow a job from start to finish, planning the details of each stage and allowing for any unforeseen occurrences as you go, is a invaluable one for every businessman.

Your PCW can help if you have to break down a major project into a series of stages. Starting from the most general level, such as publishing a magazine, you then subdivide the task into its constituent parts, such as researching articles, writing them, selling advertising and arranging distribution. Some of these will have to be completed by a certain stage of the project, while others are continuous for the whole period.

Now things really get interesting. What happens to the completion date if you employ another person? What if you do it all yourself? And when things start to go wrong, how do they affect the schedule? Only by forward planning can you cater for all contingencies.

**Permaster** is a highly sophisticated project manager, taking its name from Performance Evaluation and Review Technique. It's particularly strong in the field of report generation, providing options for tables, bar charts, pie graphs and histograms. This is an important facility when complex information has to be conveyed with maximum clarity.

You tell the computer what the different activities involved in the project are, their order, how long they should take and what resources are called for. **Permaster** then produces a master plan, with start and finish dates. It also tries to identify possible problems during the period. Once the project is underway you can update the information and **Permaster** will adjust its plan according to circumstances.

Comshare's **Target Task**, imported by NewStar, is for double disc systems. It allows you to balance time saved against any extra costs incurred. A project plan is produced, and PERT methods allow on-going review techniques. The program can also produce Gantt chart plots in a calendar format.

### Permaster

£69.95

Abtex

### Target Task

£99.99

New Star

## Ideas in action

It's said that genius is 3 percent inspiration and 97 percent perspiration. If so, much of that 97 percent is spent sweating out the initial idea and turning it into a cogent form.

Many people who use

**Brainstorm** are near evangelical in their enthusiasm for the way it helps organise thoughts.

**Brainstorm** is, quite simply, an ideas processor.

Not that it'll turn you into an Einstein overnight. What it will do is force you to think more clearly and efficiently. It does this by ordering your ideas, which you type in as they come to you. It then cross references them, and finally produces a written report, providing a structured overview of your ideas.

The uses to which **Brainstorm** can be put are almost limitless. The most obvious is planning a project, though this is a wide enough field in itself. Whether

you're planning a marketing campaign or writing a novel, **Brainstorm** can cope.

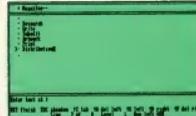
Computer programmers should find its text editor useful too. You could enter the structure of a program, without attempting to write any code until you had each unit well-planned, then produce a disc copy of the file which omitted all the development remarks, all ready to be compiled.

It's hard to think of a situation in which **Brainstorm** does not have its uses. And there can be few things more satisfying than seeing a succession of apparently diffuse ideas falling into place.

### Brainstorm

£49.95

Caxton



Brainstorm's key controls are easy to learn and experimentation shouldn't cause problems.

## Showing off with Amstrad

The most obvious user of a display system is a retailer. However, all sorts of information can be conveyed in many different situations, using this novel package.

There are two types of presentation available with **Interactive Display System**. The first is fully automatic, so that screens change at regular intervals, which are set by you. This could be used for advertising in a shop window, for example.

Interactive presentations call upon the user to take some action, such as answering a question or selecting an option from a menu. A complex path can be selected through a series of screens. This could be used in a teaching situation, or to provide particular information.

At the heart of **IDS** is a screen designer, which is similar to a word processor in its control style. It allows for normal and large text, lines, boxes and areas of reverse video. The interactive system lets you construct the various paths through the options.

If you need displays of this sort, **IDS** is a clever, economically priced

package. . . providing you can afford to tie up your Joyce for hours at a time!

### Interactive Display System

£34.95

CJF Lowe

## In the stars

Do you read your horoscope in the daily newspaper? There's more to serious astrology than just the sun signs. Whether you believe that our fates lie in the stars is a matter of personal opinion, but students of astrology take hours to draw up a birth chart.

The alternative to piles of books and hours of calculation is to use your computer to plot the positions of the heavenly bodies at a particular time. What could take a couple of hours with an ephemeris can be reduced to two minutes of computer time. Then the Amstrad can print out the chart. After that the analysis is up to you.

Astrocalc has a long tradition of producing serious astrological software, and if you want an introduction to this fascinating art, then their starter pack provides all the basic information that you need to construct a simple chart.

### Astrology Starter Pack

£15.50

Astrocalc

## Contacts

### Abtex

11 Campus Road  
Listerhills Science Park  
Bradford BD7 1HR  
0274-734838

### Astrocalc

67 Peacock Road  
Hemel Hempstead  
Herts HP3 8ER  
0442-51809

**Caxton Software Ltd**  
10-14 Bedford Street  
Covent Garden  
London WC2E 9HE  
01-379 6502

### CJF Lowe

2 Christ Church Square  
Accrington  
Lancashire BB5 2NA  
**Mirrorsoft**

Maxwell House  
74 Worship Street  
London EC2A 2EN  
01-377 4645

**NewStar Software Ltd**  
200 North Service Road  
Brentwood  
Essex CM14 4SG  
0277-220573

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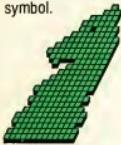
## GAMES

Though Amstrad never intended the PCWs to be games machines, software companies are busy proving that there's more to your Joyce than word processing.

# Playing with the PCW

Whether you prefer a quiet evening's chess or ten minutes during your lunch hour blasting **Space Invaders**, there's a program to meet your needs.

We've divided the games into three main types — strategy, adventure, arcade — and we've identified them each with a little symbol.



Strategy games suit the more thoughtful player who prefers abstract problems. The classic board game, chess, is available in several versions and your PCW can be a tough opponent. For strategy with a more contemporary feel, try **SAS Raid**.



Adventures were among the first computer games, originally developed on vast mainframes. You control a 'puppet' character with typed inputs, as you attempt to solve mind-boggling problems. Usually with a fantasy setting, adventures vary in tone

from the deadly serious to the hilariously funny, but the best call for hours of thought and total involvement with a story that you are actively shaping.



If you have only ever encountered arcade games in your local pub, it may come as a surprise to see how varied they can be... and how well some of the top titles from the games computers have been converted to the Amstrad! You need calm thought as much as accurate reactions if you're to beat the challenges posed by **Batman** or **Fairlight**.

Though they are appearing too late for full reviews, several simulations are also on the way, ranging from the sedate pleasures of cricket to the thrills of flying a Spitfire.

But whatever type takes your interest, games are probably the fastest moving part of the PCW market so look at our up-to-the-minute Up Date section. And remember — all work and no play makes Joyce a dull girl. Be warned though... you may just find that you're hooked!

## Fairlight

A perfect blend of strategy and animation, **Fairlight** is probably the closest you will get to a hybrid between an arcade and an adventure game. The superbly animated graphics combine with an epic quest to provide problems that will keep

you puzzled for hours.

Ivar is a lowly serf who has been lured into the depths of Castle Avars to recover the Book of Light, which is hidden somewhere within the walls. When he gives it to the old wizard, help prisoner in a remote chamber, the magical powers of the ancient tome will ill



## S.A.S. Raid

**S.A.S. Raid** is something of an oddity. While the title suggests an arcade game, it is actually a test of strategy and risk taking.

Played on a grid, you control an S.A.S. man who has to find his way into a castle, deep within enemy territory. Dotted around the countryside are a variety of useful objects, such as a map which tells you what grid number you are on, and a radio which provides an update on where the patrols are.

You'll also find ropes, torches and similar aids to crossing a variety of obstacles at the northern edge of the grid. Only one square actually leads to the castle, and it's a matter of trial and error before you find it. A disguise will protect you, if you collide with a patrol, as will the gun, but you will be returned to your base and lose your possessions.

Once inside the stronghold,

you choose which door to enter. One contains the documents, another a key which enables you to leave, but behind all the others are tricky tests, ranging from reaction time to observation and memory.

Though the idea of the game is very simple, it is also strangely addictive. You'll probably find yourself returning for that 'one last go' as you again fail in your mission. **S.A.S.** may not be as dramatic as its title suggests, but it's an interesting diversion for those who like brainteasers.

## FACTS BOX

TITLE **S.A.S. Raid**

PRICE £14.95

PUBLISHER

CRL

Summary Not so much burnt cork as brains required for this sortie into enemy territory.

ITEM LOCATION	DESCRIPTION	ITEM COUNT
23 - 8 Market Place	Map	3554
24 - 8 Car Park	Radio	594
15 - 8 Lane	Chair	5
16 - The Town Square		

break the curse that has condemned the land of Fairlight to darkness.

The game's 3D graphics, seen from a high angle, are beautifully drawn, though the price you pay for all this detail is a blackout as you move from screen to screen. But eventually you'll become so absorbed that you'll hardly notice it.

In fact, you'll probably spend your first few visits to Fairlight just wandering around, admiring the scenery, but beware... the natives are undoubtedly hostile. A host of guards roam the corridors, ranging from rejuvenating trolls to transparent, gas-filled bubbles. You'll find that a little thought avoids much dodging and fighting though.

**Fairlight**'s most pleasing feature is the care that has been taken to make it realistic. Castle Avars is planned so that if your

map indicates a wall that's too thick, it probably means that there's a secret passage behind it. Every object that you find has its own weight so that you can carry five keys at a time, but only one barrel. If you kick a chair it will slide further than a heavy oak table.

There is no single solution to **Fairlight**. Approach the secrets of Castle Avars much as you would a real life search and eventually you will save the kingdom.

## FACTS BOX

TITLE **Fairlight**

PRICE £14.95

PUBLISHER

The Edge

Summary A crucial PCW purchase, whatever type of game you prefer, combining adventure with great animated graphics.



GAMES

## **3-D Clock Chess/ Colossus 4 Chess**

Just about everybody knows the basics of chess, but it may come as a surprise to discover how well a computer can play the classic board game. We've pitted two PCW chess programs against each other.

#### **Both 3-D Clock Chess and**

Both 3-D Check Chess and Colossus 4 Chess have good pedigrees, perfected on many other machines, and both have converted well to the Amstrad. They each offer a wide range of features and options and they play strong enough games to please almost any standard of chess player.

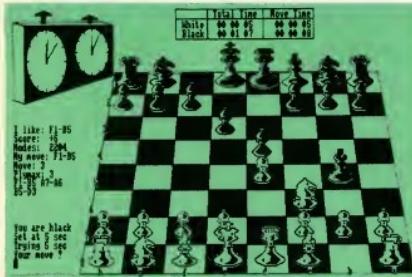
The most striking feature of 3-D Clock Chess is its large board and standard chess set, shown in 3D. The graphics are clear and the board can be inverted so that you play from the correct end. You make your moves by entering co-ordinates, which can be displayed for the beginner.

**Colossus 4 Chess** also includes a 3D illustration of the board, though this is smaller and less clear than its opponent's. However, it is possible to change to a standard plan of the board. **Colossus** employs the rather simpler method of using a cursor to move pieces, though you can enter co-ordinates if you prefer.

As its name suggests, 3-D

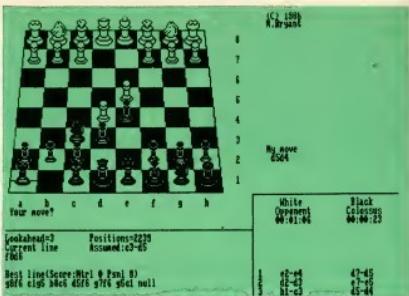
**Clock Chess** includes a chess clock, also drawn in 3D, at the top of the screen. Both programs allow you to play time based tournament and blitz games though. Time also controls the skill level of **3-D Clock Chess**; the longer you give it to think, the more it plans ahead.

**Colossus's** skill is controlled rather differently. You can select just how many moves forward it will look and even how aggressively it will play. And if



### **3-D Clock Chess**

<u>Title</u>	<u>Price</u>	<u>Publisher</u>	<u>Comments</u>
Ballyhoo	£29.99	Infocom	Fantasy adventure.
	£29.75	Infocom Classics	
Castle Blackstar	£14.95	CRL	Traditional style fantasy
Countdown to Doom	£19.95	Global	Fantasy with humour.
Cuthbeats	£29.99	Infocom	Sea-based standard level.
Deadline	£29.99	Infocom	Expert level mystery.
Enchanter	£29.99	Infocom	Part one of spritzicating trilogy.
	£23.00	Infocom Classics	Hilarious scri.
The Hitchhiker's Guide to the Galaxy	£29.99	Infocom	
	£28.75	Infocom Classics	
Hamil	£19.95	Global	Classic style.
The Hobbit	£24.95	Melbourne House	Fantasy classic for Tolkien fans.
Infidel	£29.99	Infocom	Advanced level among the pyramids.
Jewels of Darkness	£19.95	Level 9	Trilogy of traditional tales.
Lord of the Rings	£24.95	Melbourne House	Epic sequel to The Hobbit
Monsters of Murdak	£19.95	Global	Humorous traditional style quest.
A Mind Forever Voyaging	£29.99	Infocom	Advanced serious sci-fi speculation. BS12 only.
Old Scores	£19.95	Global	Mystery set on South Bank.
Planetfall	£29.99	infocom	Sci-fi comedy at standard level.
Seastalker	£29.99	infocom	Introductory level battle against sea monster.
Sorcerer	£29.99	infocom	Second part of the Enchanter trilogy.
	£23.00	Infocom Classics	



#### **Colossus 4 Chess**

you're interested in the microchip's thought processes both programs will display these.

If anything, **Colossus** contains even more options than **3-D Clock Chess**, though they are also rather less easily accessed. Both programs allow the micro to play itself, and while **3-D** includes a Help routine, so that the program suggests your next move, **Colossus** lets you control both sides, or play a human opponent if you wish.

Both programs also include options that allow you to set up the board, and as a further bonus **Colossus** comes complete with a selection of games and problems, which will be of interest to the chess addict.

It's impossible to make a final choice between the two programs. While **Colossus** appears to play a stronger game and is more complete in its options, **3-D Clock Chess** is a more attractive package and is

easier to use. It would probably satisfy the occasional player, or even the novice, who could make good use of its Help facility, but the budding Grand Master may prefer to go for the comprehensive *Colossus*.

---

**FACTS BOX**

107

3-D Clock Chess

**PRICE**

**£19.95**

**PUBLISHER**  
**CP Software**

**TITLE**

Colossians

**PRICE**

**£15.95**  
**PUBLISHER**  
**CDS Software**

**Summary** For a really tough game packed with options, this is the program, though it lacks some frills.

Spellblaker	<b>£29.99</b>	Infocom	Expert level conclusion to Enchanter trilogy.
Starcross	<b>£29.99</b>	infocom	Search of alien spaceship for experts.
Suspect	<b>£29.99</b>	infocom	Reporter frames for murder.
Suspended	<b>£29.99</b>	infocom	Command six robots in expert-level quest for survival.
Wishbringer	<b>£29.99</b>	infocom	Introductory magical whimsy.
	<b>£28.75</b>	infocom Classics	
Witness	<b>£29.99</b>	infocom	Hard-boiled 30's
Zork I	<b>£29.99</b>	infocom	Epic trilogy set in the great underground empire.
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Colossus 4 Chess	<b>£16.95</b>	CJS	
S.A.S. Raid	<b>£14.95</b>	CRL	
Scrabble	TBA	Leslie Genius/Virgin	Ideal entertainment for wordgame fans.
3-D Clock Chess	<b>£19.95</b>	CP Software	



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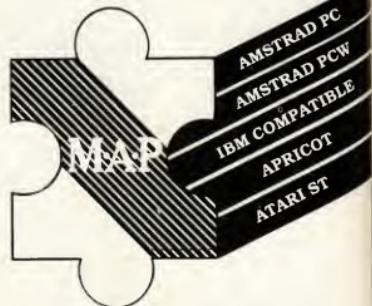
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## UTILITIES

Utilities make life at the PCW keyboard that little bit easier, especially when you use them with more complicated programs. Think of them as programs that solve the problems caused by other programs.

# Utilities – Aids to efficiency

## Keep track of your discs

If you use your computer for any length of time, you will save a lot of heartache by obtaining a decent disc utility.

Discs sometimes go wrong and precious data or invaluable documents can be irretrievably lost unless you've got a good disc editor which can override the system. It's especially useful for those times when you've forgotten to make a back-up.

Some disc utilities make the process of creating back-up copies easier, while others search through disc files looking for specific words.

There are several disc utilities sold on the market. Others are available free through CP/M public domain libraries such as those run by the **CP/M Users Group** and **Davis Rubin Associates**.

### DISC MATE

Siren Software  
£24.99

Running under CP/M Plus, this



The Disc Mate main menu is supported by a help screen guide to the control keys.

package consists of a suite of three programs: **Directory Editor**, **Copyfile** and **Zipdisc**.

**Directory Editor** has the useful feature of being able to recover erased files. When you erase a program or a document it is not immediately wiped from the disc, but just removed from the visible disc directory.

**Directory Editor** presents a very detailed directory of a disc, giving all sorts of information which would normally be invisible. You can change many details with a single keystroke and save this information back to the original disc, again using a single key. You may bring files back from the dead or cause hidden files to suddenly appear. You can protect those vital files by designating them 'Read Only' so they cannot be erased.

**Copyfile** takes the strain out of making back-ups. If you find the CP/M Pip utility a bit daunting then this will make life a lot easier. Once more the emphasis is on ease of use.

**Zipdisc** is a strange program which claims to speed up disc accessing time by about 20%. We tested it by copying files but found no significant



NewKey lets you specify up to ten words or phrases, then produces a report, naming the file and showing the context.

improvement in speed. The documentation states that this particular utility is compatible with all software.

**Discmate** is a good example of a general disc utility package and is well worth considering.

### NEWKEY

NewStar Software  
£14.95

What use is a program that automatically searches through all the files on a disc to look for selected keywords? **Newkey** does just that and it could prove invaluable.

Imagine you use a word processor all day, constantly creating files... and losing track of them. How many DOCUMENT.000's have you got on your discs? Now try to get hold of the file that dealt with those Llamas. Unless you had the forethought to call it LLAMA.001, you waste time searching through all the files by hand. Or you could use a utility like **Newkey**.

The program can be called up from within **NewWord** (or a wordprocessor especially set up

for it) or it can be used straight from the operating system which means it'll read straight ASCII or **Locoscript** files.

Installation is simple, and the instructions take you through an example search which will teach you how to use the program without too many worrying moments.

**Newkey** searches for up to 10 keywords, none of them longer than 52 characters, and while this process is not lightning fast it's a lot faster than attempting it yourself.

A report signals which files contain which keywords and gives the text surrounding the word, enabling you to pick out the extract from the document file without any trouble.

This is probably not an essential utility, but if you haven't got the self discipline to name all your documents carefully as you create them, it's a great time-saver.

### THE KNIFE

HiSoft  
£12.95

The Knife is a high-powered disc

sector editor which lets you access sectors, tracks and files with the minimum of trouble. It includes searches for strings of characters and byte sequences. It should be able to deal with any disc problems that you encounter. The documentation is extremely clear.

### SIMPLE SIMON

Interlock Services Ltd.  
£14.99

**Simple Simon** consists of a disc editor, including a recovery facility, which aims for simplicity of use. It can also format discs faster than *Discit* and speed up drive performance. Start of day discs can be automatically created and there is an aid to handling password security systems.

### Cutting down keystrokes

As you get deeper into software, particularly CP/M programs which lack the familiar Loco-script drop down menus, you could find yourself using long sequences of keystrokes to perform a single, simple operation. You'll save time with a Key Editor, a program that recalls long key sequences at the touch of a button.

### SMART KEY

Caxton Software  
£49.99

**Smart Key** runs alongside any application you're using under CP/M, though it's not compatible with *Locoscript* which uses its own operating system. It allows you to assign any sequence of keystrokes to a single key press — usually ALT plus a character.

The process is fairly simple, and the documentation is detailed and clear, but you have

to be careful. Defining a key used by the program itself can cause all sorts of problems.

But if you are familiar with a particular application there is no doubt that a Key Editor can save you vast amounts of time and trouble.

### Work while you print

When you put the printer into action, you are usually tying the machine up for the duration, and that costs valuable computer time. The solution is a program such as *Spool*.

### SPPOOL

NewStar Software  
£19.95

You install *Spool* by typing SPOOL at the start of your session and running your main program. Then whenever you send something to the printer *Spool* automatically stores all the necessary information in memory and takes over the chore of controlling the printing. The computer is left free for more useful ends such as letting you get on with the job or running another program.

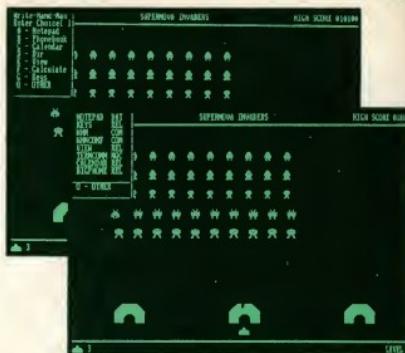
Another advantage of *Spool* is that it will 'stack' printing jobs. More than one file can be sent for printing at a time and the program will put it in a queue while you continue with something else. The only proviso is that there's enough memory available. Considering that the 8512 can spool documents of around 150 pages, and the 8256 about half as much, only the very greedy will run into trouble.

The price you pay is that program execution slows down a little while the spooler is at work, but the time saved is well worth it. If you are working and printing all day, this utility will pay for itself very quickly.

*Smkey II Version 1.1B*  
Copyright (c) 1981 B&W Software  
*Smkey II v1.1 maintenance utility*

COMMAND MENU  
0 Exit to CP/M  
1 Pack and save current definitions  
2 Load definition file  
3 Save definition file  
4 List current definitions  
5 Clear current definitions  
6 Alter setup key  
7 Insert key to SMKEY  
8 Compile definitions  
9 Modify definitions  
Enter selection: #

Smart Key's main menu presents a clear path through the key editor's functions.



You can access Write-Hand-Man at any time — even during a game of Gemini's Invaders. A menu window appears in the top left-hand corner.

### A friend inside your PCW

One of the most useful tools for the PC computers is Sidekick, a program which sits silently inside the micro until you summon it to perform one of its many functions. Now there's a version for the PCW.

### WRITE-HAND-MAN

HiSoft  
£24.95

This is not an essential utility, but once you get it running you may find yourself addicted.

You load *Write-Hand-Man* into the computer before doing anything else and it sits on top of the system, waiting for you to call it into action. Once activated, by a pre-determined keystroke, it gives a number of very useful options for anything who spends a great deal of time at the keyboard.

*Notepad* allows you to make a few notes, maybe about the program you're working on, in a 32 character by 8 line pull-down window. You could look up a phone number, previously stored on disc, and communicate that number to an autodial modem. *Calendar* is a two week diary, that could prove very handy for the business man writing a letter to arrange a meeting. There's also a four function calculator, a fast directory facility and much more.

Advanced features include a limited Key Editor. You can also load up a second program and when you exit from it return

automatically to the original application exactly where you left off.

Naturally such a complex program needs quite a bit of setting up so it isn't for beginners. But if you're getting so deeply into your PCW that you can barely tear yourself away from the keyboard, you'll need it.

### Contacts

Caxton Software  
10-14 Bedford Street  
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The Mouse, which features two independent trigger buttons uses an optical system to decode movements of an internal tracker ball. These movements are precisely monitored by the interface which fits onto the expansion port of the Amstrad PCW. A simple port read reveals the exact X and Y co-ordinates and the status of the trigger buttons at any instant.

## THE SOFTWARE

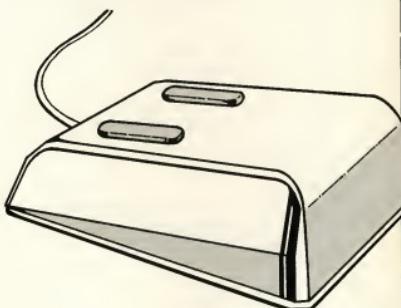
'Desktop' is a versatile drawing utility featuring Pop-Down menus enabling the user to treat the screen as if it were a drawing board, using the Kempston Mouse.



Mouse Interface

In addition to this drawing facility, it is possible to mix TEXT with graphics and also use the mouse drivers within Loco-Script. The Introduction of the Mouse expands the PCW's capabilities well beyond its primary function as a word processor. The protocol used by the interface is likely to become the industry standard as it is already supported by Mirrortsoft with their 'Fleet Street Editor' and Nabitchi Computing with 'EXBASIC'.

The Kempston Mouse for the PCW 8256/8512 is competitively priced at £89.95 inc. VAT.



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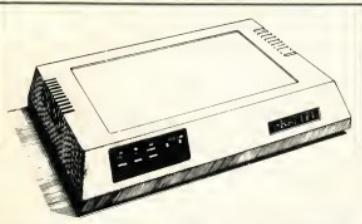
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Though most PCWs are bought to run other peoples' programs, many owners succumb to a desire to dabble in the code that controls the computer... .

# Mind your languages

Programming a micro is not difficult. It's a skill that can be learnt like any other, and most people can pick up enough competence to help them understand the workings of professional software.

However there are many different high level languages that can be used to communicate with the Central Processing Unit's (CPU) low level machine language. Each has its own style and is better suited to certain tasks than others. To confuse things further, though two versions of a language may be 90% the same, there are many different dialects available, which may include or omit certain commands.

If you want to start programming, where better to start than with **Basic** or **Logo**, which are bundled with the machine. But if you get hooked there are plenty more avenues to explore.

## Back to Basic

**Basic** is the first language that most people learn. In fact, its name is an acronym of *Beginners' All-Purpose Symbolic Instruction Code*.

**Basic** is generally easy to learn, and understanding other people's code is simple; something which is not always true of other languages. Its use of numbered lines means that you can trace a path through the code, which has a reasonable resemblance to English.

Every Amstrad PCW comes complete with Mallard **Basic**, and all of the second manual is devoted to the language. While

```
10 LET N = 2
20 FOR C = 1 to 10
30 LET N = N * N
40 NEXT C
50 PRINT N
```

The numbered lines make **Basic** programs easy to follow. This one squares variable **N** ten times, using **C** as a counter.

Mallard is not a bad dialect, it does lack several important features, not the least of which is graphics handling. It's probably best suited to mathematical functions.

**Exbasic**, from Nabitchi, adds 36 new commands, covering cursor control, screen layout and those elusive graphics, to either augment or simplify Mallard sequences. You'll find yourself doing some extra typing, and operations will slow down, but this is one way to expand Mallard.

A more satisfactory alternative, for the ambitious user, is Digital Research's **CBasic Compiler**. This differs from Mallard because, instead of the micro having to translate the language into a form the CPU will understand every time it's run, it takes the program, produced with any editor or word processor that produces ASCII files, and turns it directly into machine code.

While it is rather slow running, **CBasic Compiler** includes sophisticated graphics, using the GSX system. It also lets you create a program in structured modules, which are eventually connected. Of course you lose the opportunity to run the uncompiled code to check it for errors, so this is a useful feature. The final program can use all 61K available when running directly under CP/M.

### CBasic Compiler

Digital Research  
£49.95

### Exbasic

Nabitchi  
£11.44

### Mallard Basic

Locomotive Software  
Included with PCW

### Nevada Basic

Z88.99  
**Z Basic**  
£86.99

## Log onto Logo

**Logo** is the other language that comes with the PCW, and it's a very good introduction to programming. In fact, it's often

used in educational situations. Be warned though — **Logo** is nothing like **Basic**.

The most obvious feature of the language is the 'turtle' on-screen cursor, which you control from the keyboard. This graphics introduction to **Logo** makes it a lot of fun, but it has many other applications.



**Logo** lets you create procedures, such as drawing a box, and call them up with a single word.

**Logo** lets you use a number of simple commands to build up more complex procedures. To draw a box you'd command the turtle to advance a number of elements then turn through 90 degrees. Tell it to do this four times then stop. This procedure could be named 'box' and called up with this single word in future.

### DR Logo

Digital Research  
Included with PCW

## Business talk

**Cobol** takes its name from Common Business-Oriented Language. It was the first language devised for general purposes and not just mathematics.

Its style is similar to everyday English, though it pays for this clarity in terms of the memory it requires. Despite this clumsiness, it is still an interesting language for the writer.

**Cobol** divides into four areas. Identification includes all the information on the program name, author, and so on. The Environment is only concerned with details which are specific to the micro. The hard core of the programming is its Data and the

Procedures, which act upon it.

There are three versions of **Cobol** available, of which Micro Focus's **CIS Cobol**, via Software Toolshop, is held in high regard.

### CIS-Cobol

Software Toolshop  
£99.95

### Cobol

Nevada

£37.95

### Cobol Compiler

Microsoft  
£184.00

## See C

**C**'s short name could stand for the compact nature of the code it produces. It allows you to do a lot with very few instructions, which take the form of words and symbols.

**C** is a highly-structured language, much favoured in the construction of computer operating systems, business software and even games. It is very flexible, in particular in its definitions of datatypes, but this results in its error checking being less strict.

If you're working with Hi-Soft's **C** and need a floating point library, to add arithmetical functions and more, Edenmay produces one.

### Aztec C

£109.99 (personal)  
£265.99 (commercial)

### BDS C

£109.99

### Floating Point Library

Edenmay Ltd  
£12.95

### Hi-Soft C

High-Soft

£39.95

### Toolworks C/B0

£20.00

## Father of computing

Named after the father of computing, Blaise Pascal, this was intended as a successor to **Basic**, for use as a teaching language.

**Pascal** is a compiled language which is strong on

## PROGRAMMING

long, complicated programs and list handling. It is also highly structured, enforcing a systematic approach. Unfortunately, these bounds can make it difficult to learn.

It's a popular language on the Amstrad, and the cheapest packages are from Systems Software and Hi-Soft. The former is a good choice for beginners because it lets you test run your compiled code without leaving the program, but its editor is less than perfect. **Pascal 80**, on the other hand, has an excellent editor, and Hi-Soft's policy of constant up-grades has ensured a host of features.

Stepping up a little in price, **Pascal/MT+** is a standard version, so its source code is easily portable, and comes complete with debugging utilities. **Pro Pascal** is again standard and includes facilities to handle long integers, random access file handling and single and double precision floating-point numbers. Around the same price **Turbo Pascal** is easy to use, fast and has several extension programs, including sound and graphics.

### Oxford Pascal

Systems Software (Oxford) Ltd.  
£24.95

### Pascal/MT+

Digital Research  
£49.95

### Pascal 80

Hi-Soft

£39.95

### Pro Pascal

Prospero

£75.00

### Turbo Pascal

£59.99

## Go Forth... and further!

Several other languages are supported on the PCW, and all have their adherents. Of these, **Forth** has attracted great interest. It has a dictionary of a few, limited commands, which are used to create new, compound commands. Eventually the whole program is turned into one command, which is then run.

**Forth** can be an exciting language to work in, but it can also be infuriating, because it is not easy to read somebody else's code — and chasing bugs in your own programs can be extremely difficult.

**Fortran** dates back to the days of mainframe computers,



**Forth** is a mid-level language, which lacks the simplicity of Basic but is friendlier than pure machine code and almost as powerful.

and has similarities to **Basic**. Its name is an abbreviation of FORMula TRANslation, and as this indicates, its main use is for scientific and engineering purposes.

**Modula 2** is an interesting development of **Pascal**, while **Prolog**, from PROgramming LOGic, is particularly strong in its data handling. It's particularly favoured in Artificial Intelligence circles as it mimics human logic, and is likely to form the basis for the next generation of computers.

**Lisp** is also used in AI because of its LIST Processing strength, and for text handling. **PILOT** is a rather esoteric language but even this can be found on the PCW.

Of course, if you really want to get as close as possible to the micro's own language you can use an assembler. This allows you to address the chip directly, using mnemonic commands, such as LD for Load a register of the processor.

Not surprisingly, it's a difficult art to master, but if you've got a logical mind it can be most rewarding. You have to pay great attention to detail to get the chip to do just what you want it to, though.

A good assembler, which supports a wide range of commands, is vital, and though the CP/M disc actually includes such a utility, you'd be advised to invest in something more sophisticated. Hi-Soft's **Devpac 80** is to be recommended for its friendly facilities and reasonable price.

### Forth

Abersoft

£29.95

### Work Forth

£39.95

### Fortran

Nevada

£36.99

### Pro Fortran

Prospero

£75.00

### FTL Modula 2

Hi-Soft

£49.95 (compiler)

£39.95 (interactive editor)

### Micro Prolog

LPA

£77.00

### Lisp/80

Toolworks

£69.95

### Pilot

Nevada

£37.95

### Devpac 80 Assembler

Hi-Soft

£39.95

### Macro80 Assembler

Microsoft

£184.00

## The easy way to program?

If actually writing a program sounds too complex, a program generator meets you half way and acts as a guide. **Nucleus** is an aid to creating business programs, which, as they're in **Mallard Basic**, can be modified further if you feel ambitious.

In simple terms, **Nucleus** lets you create data handling systems dedicated to a specific task. It could, for example, help you to create an integrated program that would use financial information within standard letters, storing the data in a database of personal records. Information from Compact's accounting software can also be used, or you can use the **Nucleus Interface** to communicate with other word processing and spreadsheet programs.

The well-illustrated manual is generally good and clear, though you'll find problems if you're an absolute beginner and rush straight into it. Take your time, follow the examples, and it all falls into place. The most important thing is to plan what you want the finished program to do before you move to the keyboard.

**Nucleus** won the 1984 RITA award for Best Software Product. It is still an excellent aid to fast and efficient programming.

### Nucleus

Compact

£99.99

### Nucleus Interface

Compact

£69.99

## Contacts

### Abersoft

7 Maes Afalten  
Bow Street  
Dyfed SY24 5BA

### Compact Software Ltd

1 Paper Mews  
330 High Street  
Dorking  
Surrey RH4 1QX  
0306-887373

### Digital Research (UK) Ltd

Oxford House  
Oxford Street  
Newbury  
Berks RG13 1JB  
0635-35304

### Edenray Ltd

7 School Walk

Chippingham

Wiltshire SN14 0QS

0249-653800

### Hi-Soft

The Old School

Greenfield

Beds MK45 5DE

0525-718181

### Micro Focus

26 West Street

Newbury

Berks RG13 1JT

0635-32646

### Microsoft

Excel House

49 De Montford Road

Reading

Berks RG1 8LD

0734-500741

### Nabitchi

Merseyside Innovation Centre

131 Mount Pleasant

Liverpool L3 5TF

051-708 0123

### Prospero Software Ltd

190 Castelnau

London SW13 9DH

01-741 8531

### Softshare Toolshop

see Hi-Soft

### Systems Software (Oxford) Ltd

16b Worcester Place

Oxford OX1 2JW

0865-54195

**LANGUAGE SUPPLIERS**  
Because of their specialist nature, languages are often difficult to obtain. Where a publisher's address is not supplied, the program should be obtainable from:

### Analytical Engines

PO Box 35  
Eastleigh Hampshire SO5 5WU

### Rational Solutions

9 Rosehill Road

London SW16 2NY

01-674 6244

### Software City

382 Kings Road

Chester, London SW3 5UZ

or Software Toolshop (address above)  
01-352 9220

# Advantage

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GAMES COMPENDIUM .....	£9.95
PROFESSIONAL 'C' COMPILER .....	£39.50
APPLICATION PROGRAMS .....	£11.95

### NATIONAL & INTERNATIONAL USER GROUP

Join the leading independent user group for PCW & CPC computers. Receive monthly newsletters, support, share views, programs and ideas, and get £2.00 off each of the discs above. The membership fee is £8.95 per year (UK) or £13.95 (overseas).

**Advantage (Dept. GA), 33 Malvyn Close, Chinnor, Oxfordshire OX9 4EW**

PRICES INCLUDE POSTAGE & VAT AT 15%. OVERSEAS ORDERS PLEASE ADD £1 PER DISC

## Typeset on your own W.P.!

Technotype have produced a manual called Techset. Techset, which can be used on most word processors, allows you to insert easy-to-understand codes into your text flow for complete control of your typesetting. We then process your disk and return it with a bromide.

Unlike some companies offering these facilities, we offer full co-operation and in-house corrections if necessary.

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For more information contact us at: Technotype Ltd,  
17-18 Florin Street, London WC2E 9D5. Tel: 01-836 9922/3.



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- With IDS the interactive display system on Amstrad PCWs you can:
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- Create shop displays
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- Create quizzes and tests for any subject — useful in supplementing other teaching techniques.
- Many other applications.

The IDS package includes a full feature, word processor-like screen creator that allows boxes, lines, large text, reverse video, printer output, menus, etc. A useful set of utilities help you to set up and manage the displays. All the facilities are accessed through easy to use menu systems. Many other facilities.

IDS is machine code for speed and compactness and comes complete with on-disc demo, user guide and after sales and upgrade support at the introductory price of only £34.95.

Cheques/POs etc. to: C. J. F. LOWE, 2 Christ Church Square, Accrington, Lancs BB5 2NA

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TELEX: 817347

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**Cambridge Computer Store**

I&E Emmanuel Street, Cambridge

Fed up with two finger typing or want to revise your French? The computer can be a great aid to learning. Here we review aids to learning computer skills, and more general educational programs.

# **Learning programmes**

## The PCW way to WPM

Though a word processor allows you to correct your errors more easily than a typewriter, you're still not realising your PCW's full potential if you can't hit those keys at a reasonable speed.

If, for example, you type only 1,000 words a week, and can attain 20 words per minute, a reasonable speed for an untutored typist, you'd still be losing four whole working hours a year, compared with a 60 wpm typist, according to Lancast

Their **lankey** course contains a special option to teach two-fingered typists to touch type properly, as well as a crash course for beginners. This takes only three to four hours study to teach keyboard recognition and aims for 40 wpm with reasonable accuracy.

The two-fingers to touch typing conversion course aims to teach people who already have computer keyboard skills to learn better habits while actually working.

A unique feature of the program is its ability to let you customise lessons for yourself, or for training employees. To this end Iankey will license you to copy the program, and supply extra documentation, for a small fee.

**Iankey's** approach is informal, which has resulted in it going against the grain of traditional typing practice. It doesn't insist that you never look at the keyboard, but you are discouraged from doing so as the key positions are shown on-screen.

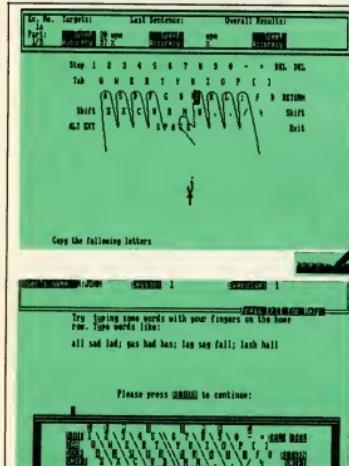
There is also less emphasis on the home keys, on which the fingers normally rest, and you're not required to correct errors.

while typing, though a full error report is generated during the lesson.

If you think you'd prefer a more traditional approach, *Touch 'n' Go* is the antithesis of Iankey. Starting with the repetition of single letters, to teach your fingers where to lie, it progresses to three and then four letter words, first repeated and then with variety.

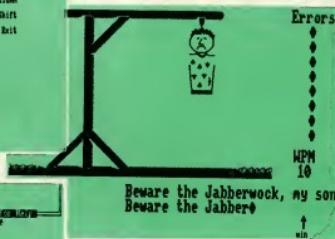
This drill approach may seem rather mechanical, but it is effective. Your score is carried over and you can easily revise or pick a later lesson. You'll be expected to work hard and apply yourself with this method, but it teaches good skills from the start. The only grumble is the absence of on-screen prompts to help you identify keys; this could force you to look down at your fingers.

**Computer One's Typing Tutor**  
is the most recent addition to the



An Iankey exercise demonstrates how many words can be made with the middle row of the keyboard.

**Typing Tutor** has most graphic appeal, with its representation of the keyboard and hangman game.



Beware the Jabberwock, my son  
Beware the Jabberwock

**Touch 'n' Go puts you through drills until you learn the lessons by repetition.**

our 'ESCAPE' box.

market and it's based on the classic Pitman method. Its boast is true touch typing in twenty-four hours.

It's an exceptionally well presented course, both on-screen and off. Its manual is rather more complete than its competitors', and includes hints on the ergonomics of good typing-technique, such as hand position and posture.

The display includes a representation of the keyboard, complete with animated fingers, so you should never need to look at your hands. You can aim for the program's speed and accuracy targets or set your own, as with the other programs.

If you tire of the exercises, though, Computer One has provided a typing game. This is a variation on that old favourite, hangman, but instead of guessing words you have to type them. It's a nice diversion with some entertaining phrases and it helps take the sting out of the work.

In the long run, your decision will rest on personal preference. **lankey** is versatile and progressive while **Touch 'n' Go** teaches you in a traditional style. But for sheer fun, Computer One takes the biscuit. Still, whichever way you choose, the twenty four hours it takes to learn to touch type is as nothing compared with the time you can save.

## FACTS BOX

PRODUCT
<b>lankey</b>
SUPPLIER
<b>lancyst</b>
PRICE
<b>£24.95</b>
PRODUCT
<b>Touch 'n' Go</b>
SUPPLIER
<b>Caxton</b>
PRICE
<b>£24.95</b>
PRODUCT
<b>Typing Tutor</b>
SUPPLIER
<b>Computer One</b>
PRICE
<b>£24.95</b>

## Reversing roles

In the field of computer intelligence there is a type of program called **Intelligent Animal**. In it, the computer has to deduce the animal you're thinking of by asking questions from its database, which it updates every time you play.

**Animal, Vegetable, Mineral and World-Wise** are Intelligent Animal-style programs, and both turn the child into the teacher. Aimed at the age range 7 and older, they are an entertaining way to stimulate a child's curiosity, and could be used equally in home or classroom situations.

As both programs are similar, we'll take our example from **Animal, Vegetable, Mineral**. At first the computer knows very little. If you tell it that you're thinking of an animal, it will ask a few stock questions, such as how many legs it has or if it barks. The yes or no answers let it eventually hazard a guess.

The educational value of the program really comes into its own when it starts to ask questions to which the child doesn't know the answer. To teach the PCW, the child is forced to refer to books, so learning basic research techniques.

The program will also ask for information to help distinguish the objects that it's been taught

**Animal, Vegetable, Mineral** exploits the micro's ability to simulate intelligence and set up an interactive learning situation.

to identify. While an adult can type in these characteristics, if the child does it he or she will soon start to learn about data categorisation and get an idea of how artificial intelligence operates.

These are a pair of unusual and clever programs, designed to stimulate enthusiasm, rather than teach by mechanical means.

### FACTS BOX

#### PRODUCT

**Animal, Vegetable, Mineral  
World-Wise**

#### SUPPLIER

**Boume Educational Software**

#### PRICE

**£14.95 each**

## Joyce goes to school

Though the likelihood of the computer ever replacing the human teacher in the classroom is remote, there's no denying that it can provide a powerful, interactive learning tool. Whether it's for revision or to clarify text book, a program can present information in a clear, easily-learnt form.

School Software's speciality is programs for children and teenagers, though the skills of **Better Spelling** are applicable to any age. Their programs span the age range from four, to senior school science exams. It

should be stressed here that no young child should be left alone to learn with a computer. An educational package for this age is only of value if it is fully supported by parental guidance.

Starting at the junior end,

**Magic Maths** (4-8) and its sequel, **Maths Mania** (8-12), aim to turn basic skills into a game. The first concentrates on addition and subtraction, while the latter emphasises multiplication and division. Unfortunately School has been unable to add much in the way of graphics, so there is little reward for the young pupil when they get a question right.

**Better Spelling** also comes into effect at this age (8-Adult). It concentrates on the most common errors and areas of confusion, such as prefixes, suffixes and irregular plurals, which it groups together in logical order. It's a demonstration of the computer's ability to provide structured route learning.

School Software's other lessons are all intended for the secondary age range, from 12 upwards, and cover Geography, Maths and Science subjects. They provide the most basic hints concerning the subject, plus questions which could be useful for revision purposes.

School's programs take a conservative attitude towards

computer teaching, but if they're used by a parent and younger child, or an older pupil with a positive attitude towards education, they are reasonably priced aids.

### FACTS BOX

#### PRODUCT

**Beter Mathts**

**Better Spelling**

**Biology I**

**Chemistry I**

**Geography**

**Magic Maths**

**Maths Mania**

**Physics I**

#### SUPPLIER

**School Software Ltd.**

#### PRICE

**£12.95 each**

## The tutor in the machine

Imagine if you could have a tutorial help facility resident in your PCW for every program that you use. Well, interactive learning is already available for a number of programs

Micro Cal produces three **Hands On** tutors, for CP/M, **Supercalc** and **dBase II**. The last mentioned requires a second drive, but the others reside happily in an 8256's memory, along with a simulation of the host program.

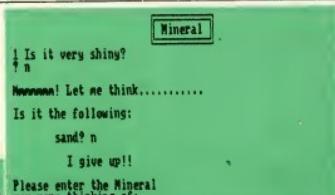
Each program takes you through a series of structured lessons, which give you instructions on how to set about certain tasks. If you make a mistake a window appears, telling you what went wrong. This system isn't without its problems though and you have to follow the instructions fairly closely because experimentation tends to confuse the program. But this is a unique use of the computer as a learning medium.

Minerva's **Lemico** is less ambitious. It's a series of **Locoscript** files that you load after the word processor program with the [F1] key. You then access the lessons with Edit and providing you always leave them with Abandon Edit, you can experiment to your heart's content, changing the text on the screen.

The lessons take you through a variety of exercises. Eventually they become quite advanced, tackling specific jobs that you might want to do with **Locoscript**. All are of a highly practical nature and naturally, you can produce hard copy on the printer.

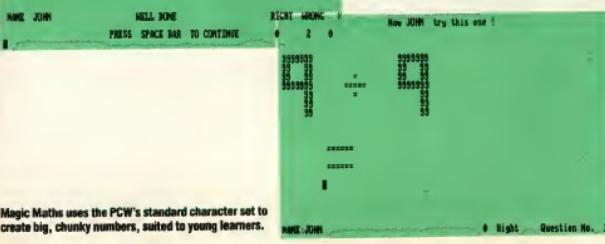
#### ACTIVITY SERIES

2..The metal which tarnishes most rapidly in air is LITH  
oxide of the metal



Chemistry I and the other School Software titles are probably best used to revise facts that have been learnt in the classroom.

**Magic Maths** uses the PCW's standard character set to create big, chunky numbers, suited to young learners.



## EDUCATION

**Minerva's Learner Friendly** range also includes an easy to use database and spreadsheet, which newcomers to computing can use to familiarise themselves with these program's basic principles.

### FACTS BOX

**PRODUCT****Hands-On CP/M****Hands-On dBase II****Hands-On Supercalc****SUPPLIER****Micro Cal****PRICE****£24.95****PRODUCT****Lernlico****SUPPLIER****Minerva****PRICE****£16.95**

## Minding your language

When you have to write that important letter to France, will you be able to cope? Certainly you studied the language in school, but all you can remember is something about the pen of your aunt...

Whether you're revising your languages for a business trip abroad or an impending examination, the Kosmos series could be invaluable. With versions for German, Spanish and French, they provide a carefully

constructed course which takes full advantage of the Amstrad's disc storage for data, and its ability to produce foreign accents.

Running under Basic, the programs are all menu driven, with useful on-screen prompts as well as several screens of instructions. Each covers a minimum of 2,500 words vocabulary, verb conjugation and stock phrases. If that isn't enough, you can also create your own lessons, which you could gear to the technical language specific to your business, for example.

At all stages in the Kosmos course, you control the rate of learning. If you want to study vocabulary related to the family, for instance, you select Lesson 1. On seeing that it contains 47 words, you may feel that it's too much to take in during the 15 minutes you've got to spare, so you decide to concentrate on the first dozen. However, you prefer these to appear in random order, so that you're not just learning a set sequence.

Once you've been through the vocabulary, you can test yourself. Again you choose how many words will appear, in what order, and whether you'll be tested on English or the foreign equivalents. The program won't let you type in a wrong letter, but

you lose points for trying, so you can keep a record of your progress.

The flexibility of the series of programs is probably its greatest asset. You can select the learning pattern that suits you best. If there is a failing, it's that the tests are too forgiving. They recognise where words should end, so if you try to type in an extra letter, they don't mark you down.

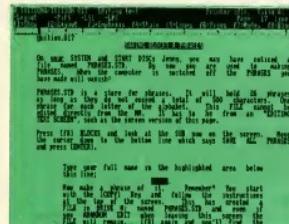
Of course, the absolute beginner would need some extra help on pronunciation, and possibly a book of basic grammatical rules too. But as an aid to absorbing vocabulary, **The French Mistress** and educational friends are excellent.

### FACTS BOX

**TITLE****The French Mistress****The German Master****The Spanish Tutor****SUPPLIER****Kosmos Software Ltd****PRICE****£19.95 each**

## Additional assistance

Nothing seems to cause problems like maths. Many people have a blind spot when it comes to even the most basic arithmetical skills. LCL's **Micro Maths** is a complete course in

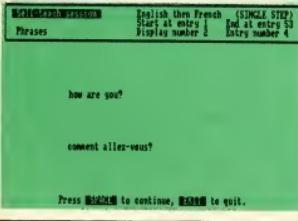


Lernlico ingeniously uses Locoscript files, which you're free to experiment with as you read the tutorial.

Micro Maths covers a wide range of mathematical topics, many of which are vital in everyday life.



The French Mistress and colleagues are versatile teachers, which let you learn vocabulary and grammar at your own pace.



handling figures, from the very beginning to O-level standard.

The 24 lessons include full instructions, unlimited problems and explanations of wrong answers. The step-by-step nature means that you can define your own pace as you progress from such simple topics as averages and percentages to algebra, geometry and statistics.

Whether it's for a child at school or for an adult to learn these skills, this is a comprehensive series of lessons.

### FACTS BOX

**PRODUCT****Micro Maths****SUPPLIER****LCL****PRICE****£24.00**

## Contacts

**Bourne Educational Software Ltd**  
Bourne House  
The Hundred

Romsey  
Hampshire SO5 8BY  
0794-523301

**Caxton Software Ltd**  
10-14 Bedford Street  
Covent Garden  
London WC2E 9HE  
01-379 6502

**Computer One Ltd**  
Science Park  
Milton Road

Cambridge CB4 4BH  
0223-862616

**Iancyst Ltd**  
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05255-3942/5406

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**PRINTER STAND** RRP 14.95 — specially designed for 8256/8512

The printer stand is 3.5" / 7.5cm high. You can store fanfold paper neatly under the printer. It's business-like and made of strong light metal with 'non-slip' rubber feet. The colour matches the Amstrad printer flap.

Proteus are exclusive distributors for Logicon products, as well as distributors for several other publishers of 8256/8512 software. Our range includes: Amsoft, Arrior, Caxton, Compact, CP Software, Digital Research, Hisoft, MicroPro, Microcal, Sage and Tosman.

For further information telephone John Fontana, on 748-2302, Telex: 957485 ROBINCG. Trade & Export enquiries are welcome.

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CGP

## HARDWARE

As you become more ambitious, the basic PCW is likely to fall short of your needs.

# Expanding your Amstrad

What 8256 owner hasn't wanted a second disc drive? And did you ever wish that you had a real letter quality printer for important correspondence?

A flourishing peripherals industry has grown up around the Amstrad, and if you take advantage of these additional pieces of hardware, you'll be well on your way to owning a powerful business system, for a fraction of the cost you'd expect to pay.

## Interfaces

An interface is almost always vital before you start connecting peripherals to your Amstrad. You'll need it for electronic communications, as well as many alternative printers.

Fitted to the expansion port at the rear of the machine, it should provide an RS232 link and a Centronics port.

The RS232 is the industry standard communications protocol, and lets you send and receive information via the telephone, with a modem, or transfer data to other machines, via their RS232s, as well as using RS232, or 'serial' printers.

The Centronics port allows you to use Centronics, or 'parallel', printers.

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Information disc.

As well as  
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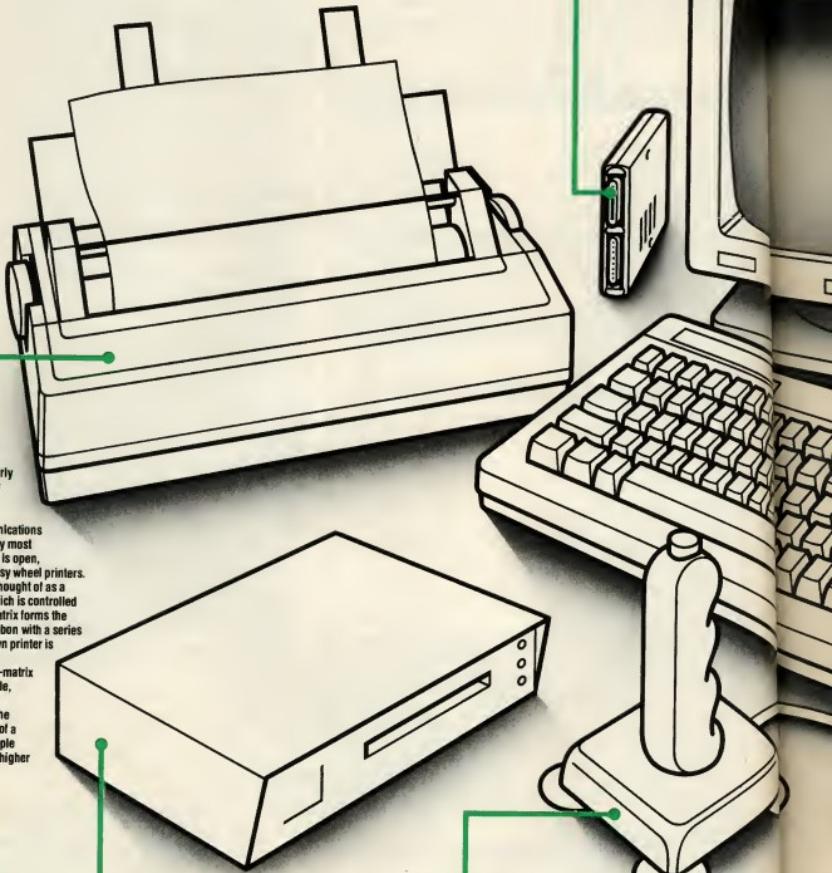
## Printers

The printer supplied with the PCW is a good little machine, but for particularly heavy work, or top quality print, you'll need an alternative.

Both common communications protocols are supported by most interfaces, so your choice is open, between dot-matrix or daisy wheel printers.

A daisy wheel can be thought of as a typewriter mechanism which is controlled by the computer. A dot-matrix forms the letters by striking the ribbon with a series of tiny pins. The PCW's own printer is of this type.

The advantage of a dot-matrix is that it is fast and versatile, whereas a daisy wheel is relatively slow, although the print quality matches that of a good typewriter. Most people will want to expand to the higher quality alternative.



## Hard Discs

A hard disc, sometimes known as a Winchester, contains a rigid storage medium, protected from dust and dirt. It spins much faster than a normal floppy disc and can store considerably more data. Usually this would be 10 or 20 MBbytes, which is around 60 normal CF2 discs! Not only can the Hard Disc store more data, but the storage and retrieval time is faster.

Once you've added a Hard Disc to your system, you'll wonder how you ever managed without it — but unless you really need its storage capacity, you may find the cost prohibitive, as they don't come cheap.

## Joysticks

If you ever play arcade games on your Amstrad, you could save yourself a repair bill if you get a joystick. The PCW's keyboard was never designed for the pounding that some programs require.

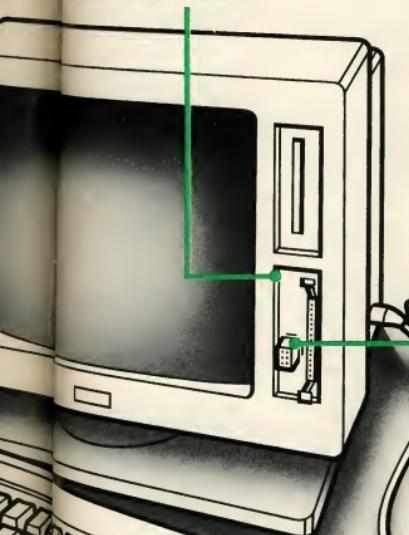
You'll need a special interface to let you connect a standard joystick to your Joyce but games are already appearing which offer an option for this traditional arcade control. It's possible that other, more serious packages will use a joystick as an alternative to the cursor keys.

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## Internal Drive

Having a second drive is probably the first major upgrade for an 8256 user. The second drive, fitted below the first, is a double sided, double density drive. This means that both sides of the disc are read at once, and the rotation is very tightly packed, with around 700K storage space on a single disc.

As well as the extra space, a second drive also lets you copy files and programs from one disc to the other far more easily. And if you're using your machine for an application which accesses large files, such as a database, a second drive may become almost vital.

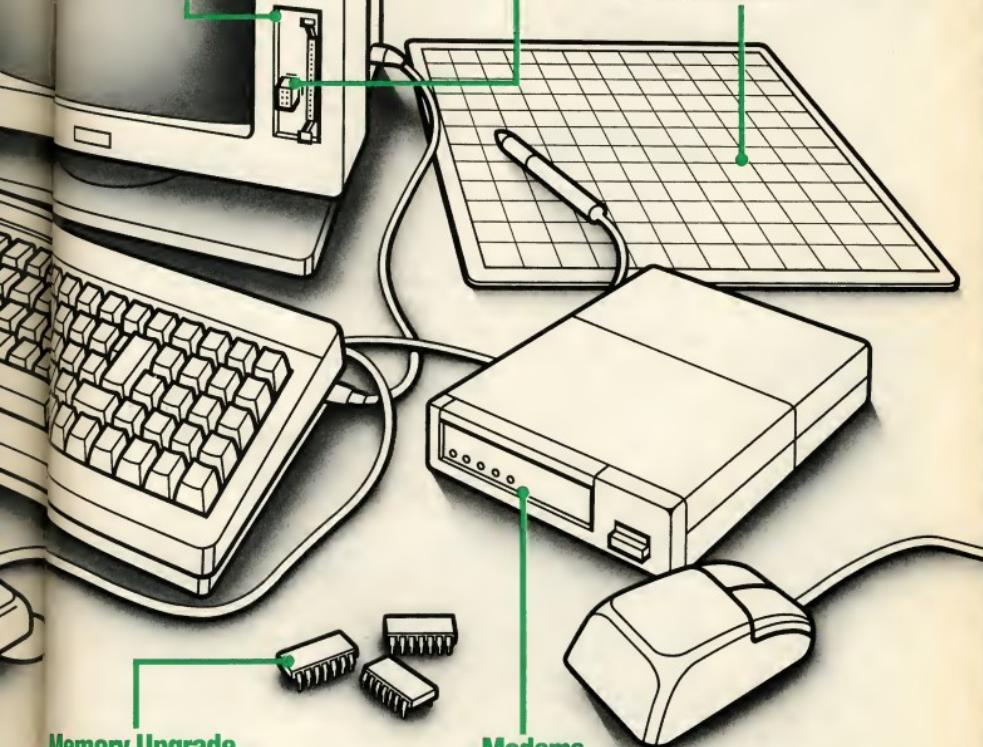


## External Discs

An external drive is most easily fitted to an 8256. It is commonly connected where the second 3" drive would go and has all the advantages of an internal drive.

A striking advantage of these drives is that they can use different sized disc drives. The 5 1/4" floppy, considered to be the industry standard for most business machines, costs around half the price of the CF2 disc and there is also a 3 1/2" format.

If you or a colleague use another CP/M system which uses either of these discs, or you want to be able to access data that has been stored on them, this would be a useful purchase.



## Memory Upgrade

You might think that 256K of memory is more than enough, but as you use your machine for more ambitious applications, especially if you have a second drive, you'll find an upgrade to 512K useful.

Installation is simple enough. Just slot a few memory chips into the board, though beware - opening the machine may invalidate the guarantee.

The extra memory will provide you with a large RAM disc, so some applications programs will run faster and if you have a Print Spooler utility, you'll be able to stack up more jobs than ever.

## Modems

A modem is simply a device that enables you, via an RS232 port, to send and receive information down a telephone line. It opens up a wealth of information systems and databases, such as Prestel and The Source, as well as offering electronic mail and telex services. You can spend as little or as much as you want, depending on how many extras you desire.

For further details see the Communications section.

## HARDWARE

If you use an 8256, it won't be long before you wish you'd bought an 8512, with its second disc and improved memory. Luckily there are many ways to expand your Amstrad, and you may find that some of them even have advantages over the standard upgrade.

# Expanders

and 368K to play with on Drive M. If you don't fancy doing it yourself, though, many dealers will fit the chips for you.

## MEMORY UPGRADES

### Analytical Engines

£26.80

### Citadel

£39.95

### Dicaphone

£74.18 (including fitting)

### DK Tronics

£39.95

### Expert Systems

£34.95

£39.95 (including fitting)

### Nabitchi

£29.90

### Screens Microcomputers

£26.05

### Silicon City

£25.95

### Soli-Comms

£22

£32.00 (including fitting)

### Technology Research

£59

£69.00 (including fitting)

### Timatic Systems

£49

## Fattening up Joyce

While a memory expansion is one step up the ladder, for the true equivalent of an 8512 you need to add a second drive. Some programs, particularly ones that have to handle large amounts of data, actually require the additional storage space of the second drive. You'll also save yourself time when you're making copies of discs.

Installing an internal drive is rather more difficult than inserting eight chips, but it's well worth the effort. The PCW was designed with upgrade in mind, and you can take advantage of features that were intended to make life easier for service engineers.

You'll need a screwdriver and hacksaw blade, to break through the bulkhead below Drive A, but there's no soldering involved as everything plugs in. Inside, the wires are neatly bundled together, so there shouldn't be any real problems, beyond getting it all to fit back together again. A word of warning though; problems have been reported with certain, non-SD2 drives.

If this does sound a little daunting, you might prefer to have Dicaphone, which handles the official Amstrad upgrades, or a local dealer do the work.

## Improving your memory

By far the cheapest way to upgrade an 8256 is to forget the second drive and concentrate on its memory. This is made relatively simple, providing you don't own one of the very first PCWs, because the machine is just waiting for you to insert those extra memory chips.

Provided you take your time and follow instructions, it's not a hard task. Open up your machine and you'll find eight sockets, which is where the chips go. Though fitting these can be a bit fiddly, it is by no means difficult.

You then have to let the micro know that it's now operating at an 8512. This is where vintage PCWs cause problems, as you'll have to do a little rewiring. Most people will just have to flick four switches.

And that's all there is to it. You now have 512K of memory

## 8512 UPGRADES

### Citadel

£189.95

### Dicaphone

£182.85 (drive only)

£257.03 (full upgrade)

### Expert Systems

£179.95

£184.95 (including fitting)

### Nabitchi Computing

£149.50 (drive only)

£179.40 (full upgrade)

### Silicon City

£139.00 (drive only)

### Soli-Comms

£140.00 (drive only)

## External expansion

Though 3" discs have the distinct advantage of being fairly damage-proof, they are almost unique to Amstrad. This has made them expensive, and double density ones can be difficult to find.

An alternative to a second 3" drive, for 8256 owners, is an external 5 $\frac{1}{4}$ " or 3 $\frac{3}{4}$ " drive, which becomes Drive B on the Locomo script base screen or for CP/M. This may be fitted directly to the internal connector or via a special interface socket.

Gemini Marketing's **InterGem** enables you to connect any BBC compatible drive to your Amstrad. No soldering is required, so installation can be carried out at home.

Having removed the back of the monitor, you slice through the lugs holding the plate which covers the hole for the second drive, then slot the small circuit board in from the front.

Two sockets, for the drive's ribbon cable connector and power output, are the only evidence of the alteration, until you connect the drive. This should be 80 track, since Locomo script won't work with a 40 track model. Expect to pay £150.

The expansion is the same as adding an internal drive, and that extra 720K is enough to store vast amounts of data. But there's more. **InterGem** also lets you use CP/M programs on 5 $\frac{1}{4}$ " disc, directly from your second drive.

The **InterGem** utilities disc, supplied with the hardware, allows you to format the drive to accept CP/M software for nearly 80 machines. It also lets you read from and write to machines using MS-DOS and PC-DOS, including IBM PC clones, and the BBC. In fact, your PCW can

interact with a world of systems.

From Technology Research comes the **Gamma Disk Interface**, which is available from the company complete with a selection of Mitsubishi drives, including a twin 3 $\frac{3}{4}$ " for £299, which really gives you storage power.

Timatic takes a different approach with their 5 $\frac{1}{4}$ " drive. You connect this internally and thread the cable out through the back of the case. Though it doesn't come with software to access other CP/M formats, a program called **Chameleon** is available for this purpose from Timatic. What it does come with is an MS-DOS file transfer utility, allowing use of PC discs.

Pearfree's drive comes in a box large enough to contain a modem, interface, or even a third drive. This forms a base for the monitor unit, raising it to a more comfortable viewing height. The company has an MS-DOS file transfer program available for an extra £27, and a further £21 brings the memory upgrade chips.

Box produces two drives which include format software. Their MS-DOS utility, which is read only with their 80 track drive, but read and write with the 40 track, costs £23.50.

## DRIVE INTERFACES

### Gemini Marketing

£99.95 (includes software)

### Technology Research

£49

## EXTERNAL DRIVES

### Box Ltd

£177.50 (40 track)

£207.25 (80 track)

### Pearfree Computers

£139

### Soli-Comms

£100 (3 $\frac{3}{4}$ " drive)

£110 (5 $\frac{1}{4}$ " drive)

### Timatic

£209

## Internal Alterations

Though internal alterations to the PCW are not generally difficult, opening it up invalidates any remaining guarantee, unless it is done by an Amstrad authorised engineer.

If you decide to do it yourself, make sure that the machine is unplugged, and has been allowed to stand for several minutes, to let power drain from the circuits. Avoid touching the end of the monitor tube as this can contain high voltages.

Upgrading to a daisy wheel printer will interest anybody who needs truly letter quality copy. But before you can connect anything to your Amstrad, you'll require an interface.

# Printers and Interfaces

is included for direct file transfer. Soli-Comms interface contains two additional ports. An Atari-style mouse can be plugged in, to control an on-screen arrow cursor, or modem users can view Teletext frames in colour with an RGB monitor.

Though the interface doesn't include a clock, one is available separately from Soli-Comms, and it includes a facility to store security codes and machine options.

Finally, those special applications. If you've been tempted to play arcade games on the Amstrad, you'll know that the keyboard can take quite a hammering. A joystick interface is the answer, and two are available, from Cascade and DK Tronics. Many future games are certain to offer these control options.

## RS232/CENTRONICS INTERFACES

**Amstrad**

£49.95

**Peartree Computers**

£39

**SCA Systems Ltd**

£55

**Soli-Comms**

£30

£55 (with RGB)

+£5 (with mouse port)

+£10 (TV modulator)

## JOYSTICK INTERFACES

**Cascade**

£24.95

**DK Tronics**

£ TBA

## Perfect printing

Though the Amstrad PCW printer is amazing value, considering the total price of the package, and its results are good enough for many purposes, you could want an

alternative for a variety of reasons.

You could choose another dot matrix. Though you can get better print quality, and at a higher speed than the PCW's rather sluggish pace, the price that you'll pay makes this an unlikely move.

Instead, most people will want a daisy wheel, with its electric typewriter quality printout. For important business correspondence, or typing reports and theses, this is the natural choice.

The third option will set you back more money than even the highest quality daisy wheel. Laser printers produce copy that is good enough for typesetting, with all the versatility of typefaces and font sizes associated with dot matrix. For instance Qume's standard **LaserTEN** costs £2,880, excluding VAT!

Other considerations when buying a printer are primarily speed, paper size and noise. A dot-matrix can howl like a banshee, while a daisy wheel will rattle like a hailstorm, so take this into account unless you're prepared to buy an acoustic hood as well. Speed is measured in cps (characters per second), though this is variable depending on the document. Some manufacturers are rather optimistic in their estimates.

Finally there are compatibility questions. Most printers are unable to handle **Locoscript** files, and you have to establish certain parameters concerning carriage returns, line spacing and the like, before you can use them with CP/M. Thankfully, many programs include options for the most popular brands. You will also find printing effects limited with some daisy wheels.

There are far too many

printers to list them all in a publication of this sort, but as an example, the Qume **Sprint** range is priced between £549 and £2,668. Speeds range from 22 to 90 cps, they all offer bold and proportional spacing printing effects and two line and three character pitches. Various types of paper feed are available, including cut sheet feeders, which are invaluable when you have a large job which can't be printed on perforated fan-fold.

Other tried and trusted names are Epson, Canon, Olivetti, Toshiba, Ricoh, Silver Reed and Brother. But whatever sort of printer you're looking for, ask questions, see it in action, and get a specimen of its printout.

## Dedicated Daisy Wheels

If you bought your PCW primarily because it was a one plug system that avoids compatibility problems, don't despair. It is possible to upgrade to a letter quality printer that will work with **Locoscript**.

ATT Systems produces a complete package of printer, interface, cables and software. At an equivalent print speed of 35cps, the ATT is moderately fast and remarkable quiet for a daisy wheel. It can cope with paper up to 17" wide, with a print width of 13".

The software runs under CP/M and is menu driven, so all you have to do is load its Locop disc, then your **Locoscript** file disc. You choose the document with the cursor bar and press Return to print. The PCW printer remains connected all the time, so it can still be used for draft quality, before ATT produces high quality finished copy.

Wilding Office Supplies has put together two bundles, based around either the **Brother HR10** or **Silver Reed XP500** daisy wheel printer. Normally these cost £199.95 each, but for a further £149.50 they will supply a complete package including cables, interface and **NewWord**, including mailmerge and spell check, to provide a complete word processing upgrade.

## DEDICATED PCW PRINTERS

**ATT Systems Ltd**

£573.85

## PCW PRINTER PACKAGE

**Wilding Office Supplies**

£349.45



The ATT Printer is a fast, quiet running daisy wheel which has the distinct advantage of being fully Locoscript compatible.

## Making connections

What's in an interface? In theory one will do as well as another, but some contain extra features beyond the serial and parallel ports, or you may not need these standards at all.

Amstrad's **CPS 8256** is the official interface for either machine. It isn't one hundred per cent standard as it uses an eight bit Centronics port instead of the usual seven bit. This will cause problems with certain printers, unless you can alter or obtain software to correct it.

The only other possible problem with the **CPS 8256** is that **Locoscript** files have to be converted to ASCII first. Apart from that it's well documented and serves its purpose well.

Somewhat cheaper, and solving the bit problem check, is Peartree's interface, which fits rather obtrusively on the side, rather than the back of the micro.

SCA Systems' is slightly cheaper than the official offering, and contains a real time clock, which uses battery back-up. This means that you can add date and time to files, from the operating system. RS232 communications can be set at 300 to 19200 baud, and an additional three wire duplex port

## HARDWARE

A second drive adds considerable power to your PCW. But if your needs are really ambitious you can turn a humble Amstrad into a system to take on all competitors.

# Advanced systems

drive is 10MB capacity (that's 10,000KB) and comes complete with the **Tasword 8000** word processor disc controller, host adapter for use with the PCW and power supply.

Soli-Comms' Winchester offers 20 MB capacity and comes complete with an SCSI controller, a separate power supply, software and an interface for a parallel printer. It plugs directly into the expansion port.

A hard disc can still be worthwhile on a single user system, but it really comes into its own when it's used to network a series of PCWs, or even a mixture of micros, which then become separate workstations.

All are able to access the disc simultaneously thanks to its speed, which is many times faster than a floppy disc drive. Information can be exchanged between users, so that you can call up information on an invoice from the accounts department for a letter that you're writing.

Meanwhile, each micro on the network retains its integrity, which means that if one suffers a failure, the others can continue as if nothing had happened.

Northern Computers' **Amstore** provides just such a system. If you're feeling really ambitious you can couple 120 Amstrads, or other computers, to the one network. This allows you to add more or less sophisticated micros, according to usage.

A hard disc, commonly called a Winchester, allows you to do just that. One of these sealed units should be considered by every business where there is need for bulk storage and a variety of programs.

ACC Computer Services'

**At Amstore's** centre is a 20MB Winchester, which connects up to a ring circuit, with sockets for each micro, printer, extra drive or whatever. These are known as nodes, and **Amstore** allows you to change and expand the system at will.

**Amstore** is also intelligent. Communicating such large amounts of information around a network calls for some clever



**Northern Computers Amstore provides Winchester and networking facilities.**

programming to ensure that everything reaches its correct destination. The demands made on the user by **Amstore** are very few. A little care may have to be taken with security though, to ensure that files are only accessed by authorised users, and that certain uses are prioritised.

Expansion holds vast potential, from a shared, quality printer to communications. In this last respect, Northern Computers is producing a telex node. And if the thought of trusting all that information to

one disc doesn't seem wise, they are currently developing a streamer, to let you back up files on tape.

The system is cheap and easy to install, with its neat junction boxes. Obviously to realise its potential to the full, and to justify its cost, it's best suited to larger businesses, for whom it could be a godsend.

HM Systems' answer to **Amstore** is the **Amstrel**, a version of their **Minstrel**, which was actually used by Amstrad itself. Much of what has already been said about networking holds true. **Amstrel** also features discs, both 20MB hard and soft, including a 3", and a tape back up.

It runs an operating system called TurboDOS, which allows you to combine CP/M and PC-DOS programs on the same network. Its basic system is for two users, but it can be extended to 16. With a 16 bit master controller, you can run advanced 16 bit software, with 8 bit PCWs as terminals.

## HARD DISCS ONLY

**ACC**

£686.55

**Soli-Comms**

£600

## HARD DISC PLUS NETWORKS

(Basic unit cost)

**HM Systems Ltd**

£6,195

+£1,390 (per extra pair of workstations)

**Northern Computers Ltd**

£1,400

## Screens Microcomputers & Electronics

Main Avenue

Moor Park Northwood

Middlesex

09274-20527

## Silicon City

Mithian

St Agnes

Cornwall TR5 0QE

087255-2112

**Soli-Comms Ltd**

17 Sweeney Avenue

Southend-on-Sea

Essex SS2 6JQ

0702-335511

**Technology Research Ltd**

Unit 18

Central Trading Estate

Staines

Middlesex TW18 4XE

0784-635457

**Timatic Systems Ltd**

Fareham Market

Fareham

Hants PO16 0LB

0329-236727/239953

## Multi-users and megabytes

Imagine having 100 times the storage space of a standard 3" disc. You could have your word processor, database, spreadsheet and accounts software always ready to run — with plenty of memory left over for data!

A hard disc, commonly called a Winchester, allows you to do just that. One of these sealed units should be considered by every business where there is need for bulk storage and a variety of programs.

ACC Computer Services'

## Contacts

### ACC Computer Services

8 Water Street  
Abergele  
Clwyd LL22 7SH  
0745-826235

### ATT Systems Ltd

16 Park Road  
Kenilworth  
Warwickshire CV8 2GF  
0926-55914

### Amstrad Consumer Electronics plc

PO Box 462

Brentwood

Essex CM14 4EE

0277-230222

### Analytical Engines

PO Box 35

Eastleigh

Hampshire SO5 5WU

### Box Ltd

22 Hendred Street

Oxford OX4 2ED

0865-717968

### Cascade Games Ltd

Harrogate HG1 5BG

0423-504663

### Citadel Products Ltd

50 High Street

Edgware Middlesex HA8 7EP

01-951 1848

### Dictaphone Company Ltd

Regent Square House

The Parade

Leamington Spa CV32 4NL

0926-38311

### DK Tronics Ltd

England Lane

Gorleston-on-Sea

Great Yarmouth

Norfolk NR31 6BE

0493-602926

### Expert Systems

Freepost

Northampton NN1 1BR

0604-24463

### Gemini Marketing Ltd

Gemini House

Concorde Road

Exmouth EX8 4RS

0395-265165

### HM Systems Ltd

220 The Vale

London

NW11 8HZ

01-209 0911

### Nabitchi

Merseywide Innovation Centre

131 Mount Pleasant

Liverpool L3 5TF

051-708 0123

### Northern Computers Ltd

Churchfield Road

Frodsman

Cheshire WA6 6RD

0928-35700

### Peartree Computers Ltd

St George's House

14 George Street

Huntingdon

Cambs PE18 6BD

0480-50595

### SCA Systems Ltd

61 Ferringham Lane

Ferring

Worthing

West Sussex BN12 5LW

0903-504444

# LocoScript Word Count!

**AnsibleCheck** will give an accurate word count of any LocoScript document . . . quickly and easily. Here are the main features:

- Counts words as *words* . . . no estimates
- Simple to use . . . one command runs the program automatically
- Works with ordinary LocoScript documents . . . no special preparation
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PCW  
8256



PCW  
8512

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## THE MINERVA "LEARNER FRIENDLY" RANGE

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The easy to use computer software written for people not programmers, bringing simplicity of operation to the Amstrad PCW and PC.

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DEVON, EX4 6PH. Tel: 0392 37756

**PCW 8256**  
**£382.57 EX VAT**  
£439.95 INC VAT

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£35.95 Inc VAT

Upgrade the internal 256k memory to 512k and increase the RAM disc to 388k

**NOTE: All Prices include VAT & Carriage – No extras to pay**

### DOT MATRIX PRINTERS

Canon PW 1080A (sqn)	259.95	Inc VAT & carriage
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Epson LX85 Sheet Feeder	55.95	
Epson FX80 (160cps)	389.95	
Epson FX80 (160cps)	899.70	
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Basic Tutorial PT1	19.95	Cashbook Account	33.00
Basic Tutorial PT2	19.95	Stock/Sales/Invoicing	99.00
Print & Typing Tutor	14.95	Purchase Ledger	33.88
DFM Order Entry	14.95	Nominal Ledger	33.00
Supergen II	49.95		
Devpac Assembler/Diskassembler	49.95		

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Dept. CGA186      45 Middle Street, Blackhall,  
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Tel: 0783 872430.

**Microdis**

## SERVICES

A computer is only an aid to efficiency if it is used efficiently itself. One of the main causes of confusion is a disorganised workspace, and yet it is an area that is often overlooked.

# From cables to tables

## Hold the front page

A source of annoyance when copying a document is that your attention is constantly shifting between the screen and the text. A copy holder keeps your document in a comfortable viewing position.

**THINGI** is an unlikely name for an ingenious solution to the problem. A plastic bar, with a clip at one end and a strip of velcro at the other, it holds the copy so that it hangs down by the side of the screen.

If you prefer a more conventional copy holder that sits on the table, or even clamps to its edge, RSC produces one of each type. Both use clips and a magnetic ruler to hold the copy steady.

**THINGI**  
**Overbase Ltd.**

£6.99

**FREE STANDING/CLAMP COPY HOLDERS**

**RSC Ltd.**

£12.95/£29.95

## Filing your floppies

Is your desk awash in a sea of 3" floppy discs, some of them without covers? Then

you're inviting trouble. As well as wasting time searching for the disc you want, they are susceptible to damage. You risk losing valuable data, and all because of a stray dust particle. The solution is to file away your discs much as you would any other office documents, in a specially designed filing cabinet. Several companies produce such boxes. Micro Interface's hold up to ten discs, which are fanned out for easy selection when you open the lid. Rexel's box is lockable and includes three dividers as does RSC's.

**3" FILING CABINET**

**Micro Interface**

£5.95

**Rexel**

£16.50

**RSC Ltd**

£10.50/£13.50

## Position your printer

One of the few features of the PCW guaranteed to cause irritation is the length of the printer cable. It is almost impossible to position it anywhere other than to the right hand side of the monitor.

But if you'd prefer it to the left, or on a shelf above your desk, so that continuous



Thingi copyholder

paper can feed up from below, help is at hand. Extension cables, specifically designed for the PCW are available from several suppliers, the standard length is around 1m, though this may vary. Lightwave sells a 2m set. Many also sell cables to connect serial printers to an interface.

**PRINTER EXTENSION LEADS**

**RSD Connections Ltd.**

£10.93

**Analytical Engines.**

£10.99

**RSC Ltd.**

£12.50

**Lightwave**

£18.45

**CENTRONICS PRINTER LEADS**

**RSD Connections Ltd.**

£17.48

**RSC Ltd.**

£12.50

**Lightwave**

£13.65

## Portable Joyce

If you can't bear to be parted from your Joyce, Vidix produces a carrying case that lets you carry it by hand or over your shoulder, as well as keeping it safe during car journeys.

With room for all the hardware plus discs, manuals and even a modem, the Amstrad Transporter measures 17" x 16½" x 14". Of tough design, it contains protective boards and features an adjustable nylon webbing strap which can be used over the shoulder or as a handle.

**AMSTRAD TRANSPORTER**

**Vidix Case Company Ltd.**

£19.75

## Keep it clean

Just as it's important to keep your discs free from dust, you need to protect your Amstrad as well. Ordinary household and office dirt will soon find its way into vulnerable parts of the micro, in particular the disc drives.

Dust covers are available from a variety of sources, including some suppliers. They are one of the cheapest accessories that you can find... but they could save you a lot of expense repairing damage caused by dirt!

**DUST COVERS**

**BBD Computer Dust Covers**

£11.95

**TMEC Trading**

£9.50

**RSC Ltd.**

£9.50

**Lightwave**

£19.95

## Don't be dazzled

The best way of avoiding reflections on the screen is not to place your machine facing a light source, and to keep it clean. But even then you may find that glare makes prolonged viewing uncomfortable.

An anti-glare filter clips in front of the monitor and cuts down reflections.

Lightwave sells one specifically for the PCW

at a cost of £19.95, which is a small price to pay for all the eye strain it saves.

#### SCREEN FILTER

**Lighthwave.**

£19.95

## Four legs to stand on

There are definite reasons for buying specialist computer furniture. It should be solid enough to bear the weight of the monitor and printer, and take the constant vibrations of your typing. And it may also contain a variety of features, such as channels for cables.

While the occasional user may be satisfied with a cheaper unit, which blends in with their home decor, the small business person will want a more robust piece of office furniture. In the end it is a question of balancing cost against usage.

Make sure that you have enough storage space for all your discs, manuals and other

equipment. Also ask yourself if you need a platform to raise up either the monitor or the printer. If your desk lacks such a facility, TMEC produces a range of metal monitor and printer stands, starting at £13.50.

At the bargain end of the market, MFI furniture warehouses frequently offer computer tables at less than £20. These are quite functional, but many are intended more for the games playing fraternity, so be careful to ensure that the model is rugged enough for the PCW.

Stepping up to £59.95 brings the **Opus Organiser**. A shelf takes the monitor and printer, with storage space underneath, and the whole unit is mounted on castors and finished in teak. The unit is 31" high, 40" wide and 26" deep.

Prototype Development Systems desks are aimed at the small office and start at £74.45. Their units have steel frames with teak finish or London grey laminated surfaces. Sizes range from 2' by 2' to 4' by

2', to heights of either 26" or 30". A selection of shelves, paper feed trays, wire channels and concealed four plug extension sockets make for a comprehensive system.

Opus's **Business Desk Range** starts at £129, rising to £239 for a full feature desk, which includes slots for paper feed through the desk and cables, a shelf and a drawer. The dimensions are 27½" high, 46" wide and 30" deep.

Their basic Model 1 (27½" high, 46" wide, 30" deep) is easily augmented with a shelf for £49. Model 2 measures the same but adds a 5¼" high drawer, and costs only £159. If you want to create a unified office, Opus also produce triangular units to link its desks.

#### MONITOR/PRINTER STANDS

**TMEC Trading**

**COMPUTER FURNITURE**

**MFI**

**Opus Supplies Ltd.**

**Prototype Development Systems Ltd.**

Since it was introduced, the PCW has attracted services of every kind. From electronic typesetting to maintenance agreements, we reveal the miscellany of support for the machine.

## Support your PCW

### Join the club

The official **Amstrad Professional User Club** brings you discounts on software, peripherals, discs, ribbons and stationery, which can be ordered by phone; a support hotline for programs sold by the group, a monthly newsletter and free copies of **Amstrad Professional Computing magazine**, **Amstrad Professional Computer User Club Lazahold Ltd.**

£49.95 pa

### Backing small businesses

The success of the PCW has led to a dramatic fall in the cost of CP/M business software. But while manufacturers have not cut corners in software quality, the level of support offered has been an inevitable casualty. Obviously when a program is sold for £250, the manufacturer is expected to provide a telephone helpline. But what about the £50 version for the PCW?

The **Small Business Support Group** provides a neat answer to this problem. For an annual subscription of £40, you have the right to phone the **SBSG Hotline**, which covers a wide range of CP/M software, and is available during office hours, Monday to Friday.

Less urgent problems are dealt with by post or electronic mail, and your membership includes a free subscription to the One-to-One service (see the

Communications pages), and access to **SBSG**'s own notice board.

Other benefits include a bi-monthly magazine, a disc copying service for the conversion of public domain software or data between disc formats and sizes, and a 10 per cent discount on **SBSG** training courses.

The courses are based in Worcestershire and the standard charge is £100 a day. Subjects covered include the PCW hardware and operating systems, word processing, data processing and spreadsheet programs, telecommunications and networking. Weekend courses are also available.

**Small Business Support Group**  
**Microcomputer User Publication Ltd.**  
£40.00 pa

### Get set with your Amstrad

While desk top publishing packages have brought the preparation of pages for printing within the reach of every PCW owner, for that really professional appearance you still need proper typesetting.

Even this process can be computerised. Whether you're producing a business card, a small display ad or a full blown magazine, professional typesetting is available.

Wordstream offers the cheapest service, though you'll have to enter the codes that control the setting yourself. These are illustrated in an easy to follow manual.

Fonts, faces, boxes, border rules, distortion and reverse setting are available.

You insert the setting codes directly into your text, but this is far less daunting than it sounds, providing you take your time and follow the instructions. Then post off your disc to Type City Graphics, or for almost immediate turnover, use the One-to-One E-mail service, and send the copy down the telephone line.

Type City Graphics sets the type directly from your data. It is important to check for typographical errors, and that all the codes are as you wish, because you are in total control of the final result.

Turn around is extremely quick, thanks to this high level of computerisation. Your setting will usually be returned the same day. It is also cheap, the minimum charge being £2.60, for 12" of type.

Wordstream works with ASCII files, so you'll need a recent version of Locoscript with this conversion facility if you're using the standard word processor.

Typeshare's setting is more expensive because it depends on software which you buy from the company. This costs £199.98, plus VAT, for a basic package, with additional units to allow more elaborate printing effects available at £199 each.

The software provides full preview facilities, letting you see where lines and pages will end, and includes error checking, to warn you of mistakes in your codes.

Setting costs £3.60 for each linear 300mm, though if you send the copy by modem (Typeshare has one available for £398), this is reduced to £2.40. Twenty fonts are available, from 4½" to 72 point.

#### Typesetting

**Type City Graphics Ltd.**

**Typeshare**

## SERVICES

### Amstrad ailments

There appears to be an unwritten law that however reliable a piece of equipment is, it will go wrong at the most inconvenient moment. Now that you're dependent on your Amstrad, can you imagine the problems if it suddenly died on you?

No business can afford the time spent sending a vital piece of equipment back to the manufacturer. This is where Dictaphone steps in. Having been responsible for the installation of second disc drives since the 8256 first appeared, it is now offering a maintenance contract.

For a first year payment of £41.40, you get twelve months of cover. This allows you an unlimited number of on-site emergency calls, during normal working hours. A request for service will normally be met within two working days.

An alternative is provided by Expert Systems, which requires you to return your machine by Securicor courier, though this expense is carried by the company. Furthermore, the company guarantees to return your machine within three working days. The cost of the annual contract is £29.95 for an 8256, £39.95 for an 8512.

#### Service Agreement

**Dictaphone**

**Expert Systems**

### Contacts

**Analytical Engineers**  
PO Box 35, Eastleigh  
Hampshire SO5 1VV  
**BBD Computer Dust Covers**

The Standish Centre  
Cross Street  
Standish, Wigan  
0257-422968

**Dictaphone Company Ltd**

Regent Square House  
The Parade  
Leamington Spa CV32 4NL  
0926-38311

**Expert Systems**

Freepost  
Northampton NN1 1BR  
0604-24463

**Gateway Video Tutorials**  
68a Dornot Road  
London SW12 9NE  
01-675 4019

**Head-Line Communications**

Friar House, 9 Friar Street  
Hereford HR4 0AS  
0432-275132

**Lazahold Ltd**

Victoria House, PO Box 10  
Sunderland SR1 3RY  
051-647 8981

**Lightwave Leisure Ltd**

Unit 31, Wirral Business  
Centre Dock Road  
Birkenhead L41 1JW  
051-639 5050

**Micro Interface**

84 Talbot Road  
London NW4 4RA  
01-340 0310

**Micro Learning Centre**  
13a The Bull Ring  
Wakefield WF1 1HB  
0924-383312

**Microcomputer User**  
**Publications Ltd**

Bank Buildings  
Kensal Lane, Broadway  
Worcester WR12 7DP  
0386-852641

**Minerva Systems**

69 Sidwell Street  
Exeter, Devon EX4 6PH  
0392-37756

**Office International**

247-257 Euston Road  
London NW1 2HY  
01-388 9344

**Opus Supplies Ltd**

55 Ormside Way  
Holmesthorpe Industrial Estate  
Redhill, Surrey RH1 2LW  
0737-65080

**Overbase Ltd**

176a Conway Street  
Birkenhead, Wirral L41 3JB  
051-647 8981

**Prototype—Development**

**Systems Ltd**

Survey House

Poole Close, West Molesey

Surrey KT8 0RN  
01-941 2225/3909

**RSC Ltd**

75 Queens Road  
Watford WD1 2QN  
0923-43301

**RSD Connections Ltd**  
PO Box 1, Ware

Herts  
0920-5285/66284  
**RT Computer Training**  
15 Victoria Street  
Wetherby  
W Yorkshire LS22 4RE  
0937-63032

**TMEC Trading**

68 New Road, Clifton  
Bedfordshire SG17 5JL  
0462-676253

**Type City Graphics Ltd**  
Victoria Chambers  
Fir Vale Road

Bournemouth BH1 2JN  
0202-294347

**Typeshare**

Alan House  
55-59 Saffron Hill  
Hatton Garden  
London EC1N 8QX  
01-405 7937

**Vidix Case Company Ltd**  
Tech West Centre

10 Warpie Way  
London W3 0RQ  
01-749 9692

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CHIT-CHAT, E-MAIL	£59.00
CHIT-CHAT, VIEWDATA	£59.00
CHIT-CHAT, COMBO	£89.00

Available complete with Modem

CHIT-CHAT, E-MAIL PACK	£189.00
CHIT-CHAT, VIEW DATA PACK	£189.00
CHIT-CHAT, COMBO PACK	£229.00

#### HISOFT

PASCAL 80	£35.00
THE TORCH	£10.00
THE KNIFE	£10.00
DEVPAC 80	£35.00
HISOFT C COMPILER	£35.00

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## MAILING LISTS

- ★ A simple to operate program specifically for storing names and printing labels on the PCW.
- ★ Requires no expertise.
- ★ Any number of names on different disks which may be changed from within program.
- ★ Five categories of selection codes plus alphabetic selection.
- ★ Names quickly retrieved from an index file in alphabetical order.
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- ★ Full screen editing (amendments are easy).
- ★ Flexible label spacing (1-9 across).
- ★ Restart print run from part way through.
- ★ Uses memory drive and either disk drive.

EASyLABEL £23.95 (inc. VAT p&p)

### MULTILINK NETWORK SYSTEMS

Monksilver House, Rose Mount,  
Oxton, Birkenhead L43 5SW  
Tel: 051 652 5371

DEALER ENQUIRIES WELCOME

## AMSTRAD TRAINING NATIONWIDE

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Our courses and on-site training cover the use of locoscript, supercalc, dBase II and Sage software. Small businesses may qualify for government grants towards our training fees.

For further details phone  
0242 38929 or 01-894 1437

**Professional Computer  
Training (UK) Ltd.**

## PCW 8256/8512 EDUCATION

Give your kids that extra edge with the world's leading educational software now on your PCW. Don't settle for less than the best.

ONLY £14.95 — mail order



### BETTER SPELLING (age 9-adult)

A superb training course with 16 menu options to choose from. Deals with all the major aspects of spelling in a structured and imaginative manner. Already available on BBC, Commodore, and other Amstrad machines. This is an entertaining and educationally sound way to gain the confidence of those with a good command of spelling whether you are a schoolgoer, secretary or in business.

### BIOLOGY

This program has already been acclaimed in the Commodore, Amstrad and BBC versions. The course is well structured, written by an educational author like all our programs and as usual programmed by a professional to give you top standards. The menu options contain notes and exercises which should give a good understanding of the basics of biology. Ideally suited to ages 12-16.

### CHEMISTRY

For a nominal price this course gives many hours of work in the basic areas of chemistry. Learning is reinforced with well designed assignments which develop understanding. Educationally superb and professionally programmed to give PCW users the very best. Ideal for ages 12-16.

### BETTER MATHS 1 (age 12-16)

Rated in reviews as the best maths course on the market and now for your PCW. Book your order now. Ten courses on popular areas of maths.

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"Here at last is a program which really deserves the title 'educational game'." said one review. Easily the best educational game available for any machine.

### MATHS MANIA (8-12)

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£1.00 p&p (Amstrad PC soon)



Meadowvale Estate, Reheene, Limerick, Ireland.  
Telephone: , (U.K.) 010-353-61-27994

## Convert your Amstrad PCW8256 to a PCW8512

**Only £189.95**

Existing owners of  
PCW8256 machines  
can now upgrade to  
the PCW8512 for only  
£189.95 inc. VAT.



- Easy to follow instructions.
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Telephone: 01-340 0310

Telex: 855447, Bury 5 G

## UPDATE

Few industries move faster than computing. Ever since we started writing the Guide, details of new products have been flooding in. Here's a selection of the ones that didn't quite make the deadline. . .

# Hold the back page!

## PCW vs PC

The biggest event on the Amstrad computing scene has been the launch of its PC clone. With prices starting at just £399 plus VAT and an amazing specification, it's an undeniable bargain. So does the advent of the PC change what we said about the PCW in the introduction? Should you trade-in your Joyce, before it's only fit for the scrap heap?

The answer is categorically — no! Good though the PC 1512 is, it serves a different purpose. It gives you more computing power, a faster processor, and access to state of the art programs. But do you need all of this?

Though the 8256 can be limited at times, the 8512 is a powerful twin drive machine. Ask yourself how often you've found the PCW slow — and that doesn't include Locoscript's scrolling, which is the program's failing, not the machine's.

And how many times does state of the art merely mean status symbol? Though Amstrad is going to promote the word processing side of the Joyce, if you've read this guide, you'll realise that there's not a lot you can't do with it.

Finally, there's the question of price. For a twin disc PC you'll have to pay £499, but on top of that you'll need a printer — perhaps another

£200 — and even if you're just word processing with it, you'll need a program, costing at least another £70. So you're paying £270 more than a PCW just to get your system up and running. Bear in mind that software prices are likely to be more expensive as well.

The PC 1512 is a very good machine. But don't get hooked on hardware. Think whether it's worth the extra cost for what you want to do with it.

### AMSTRAD PC 1512

£399+VAT upwards

Amstrad Consumer Electronics, Brentwood House, 169 Kings Road, Brentwood, Essex CM14 4EF. 0277-230222

## Beware of the Monster!



Tales abound of a land called Murdak — but no adventurer has ever returned from beyond its borders. The prize for a successful mission is rumoured to be great wealth. But the price of failure is always death.

Monsters of Murdak is an unusual quest into a land of improbable creatures and alternative universes, which should keep you tied in knots for weeks on end. It's a sophisticated adventure, and Locomotive's coding means it can understand multiple commands. And with its unique sense of humour, it's unlikely that you'll have seen anything like it before!

### MONSTERS OF MURDAK

£19.95

Global Software, PO Box 67, London SW11 1BS



The Amstrad family of PC Clones — will they make the Joyce redundant?

## Star suite

Though there's a lot to be said for mixing and matching products, a suite of programs has its own attractions, particularly when the programs are of the quality of the Pocket ProStar series.

This is centred on Pocket WordStar, a classic word processor. To this is added CalcStar the spreadsheet, and InfoStar, a complete database and reporting package.

Buying the programs en suite saves money, and, of course, you can also transfer data between them. Another advantage is that DRA has configured all the programs to take full advantage of the PCW keyboard, with its special keys. And you'll be buying from one of the most knowledgeable, helpful distributors in the country.

### POCKET PROSTAR SUITE

£149.00

Davis Rubin Associates Ltd, 1 Canongate, Weston Sub Edge, Chipping Campden, Glos GL55 6QH. 0386-841181

## Mailshots — Locoscript style

At last a new version of Locoscript, complete with mailmerge, has appeared. But this particular upgrade is going to cost you £49.95.

For that you get an extremely powerful program, with one distinct advantage over all its competitors — it runs inside Locoscript. This means that you select it from the disc management screen, just as

you would Print or Edit. There are two kinds of merge, to let you type in the details, or use a Locoscript document as its database. You have a lot of choice about the kind of information that goes into each letter, so insertions can be dependent on other conditions. You can even have different paragraphs sent to

different people.

A clever program, which adds a much needed feature to the resident word processor. And if that wasn't enough, Locomotive is working on a Spelling Checker too.

### LOCOMAIL

£49.95

Amsoft, Victoria House, PO Box 10, Sunderland SR13PY. 0793-673395

## Ribbon repair

The shortage of Amstrad discs is finally over, but it seems to have been replaced by a printer ribbon famine. This makes a ribbon re-inking seem like a good idea. Such a service is offered by Aladdin, who charge £1.90 to press that ribbon back into service when it's grown old and grey.

Aladdin, 4 Hurkur Crescent, Eymouth, Berwickshire TD14 5AP. 0390-50965

## Praise the Vicar

If you program, it doesn't matter what language you use — eventually your code will develop a bug. Often it can arise from something as simple as a variable: a letter or letters that stand for a number. It should be easy to trace, but only if you can keep track of your variables.

Vicar stands for Variables In Context Analyst and Reporter, and provides full cross-referencing

which can cope with multiple source files. Its friendliness is reflected in its provision of full context for each variable and not just a line reference. Versions are available for dBase II, Basic, C-Basic, Pascal, Turbo Pascal and C.

### THE VICAR

£29.95 each version

Ianset Ltd, Omnibus Building, 41 North Road, London N7 9OP. 01-607 5844

## Counting the costs

Comix has announced two new packages for the small business which has to cost a product or provide estimates for a service. Both are menu driven and aim for simplicity of use.

**Product Costing** keeps track of raw materials and labour costs to provide a report on the latest cost of each product. You choose whatever mark-ups apply. **Job Estimating** is suitable to situations where work is contracted, such as in the building or printing trade. It has both management and customer modes, so you can use it in front of a client with only the selling price terms on display.

**PRODUCT COSTING/JOB ESTIMATING**  
£49.95 each  
Comix Software Ltd, Spirella Building, Bridge Road, Letchworth, Herts SG6 4ET.  
0422-682989

## Shock waves

There's a topical note to **Aftershock**, an adventure set after a major nuclear accident. An earthquake has damaged a reactor and it's up to you to repair it. But to reach it you have to make your way through the shattered city.

If you find the verb/noun input of traditional adventures frustrating, you'll be pleased to learn that this one won't communicate with you unless you talk proper English!

### AFTERSHOCK

£17.95

Interceptor Micros, Mercury House, Calleva Park, Aldermaston, Berks.

## Space age workstation

If you're in the market for hi-tech computer furniture, **IQ-161** is a purpose designed desk with 21st century styling.

It takes the ergonomics of keyboard work into account, with



MidiTrack wasn't quite ready as we went to press, but it has a successful track record with the Amstrad CPC games machines.

## MIDI Music

The idea of using your PCW for musical purposes may sound unlikely, but you're not dependent on its keyboard and humble beep.

Midi is a standard for communications between electronic musical instruments and micros. It allows you to connect an instrument, such as a keyboard, to your computer and use it to drive or be driven by software which can store sequences of notes, data for

synthesised sounds, or provide a composition aid.

Midi opens up a wide range of musical possibilities, including the opportunity to multi-track recordings, which consists of laying down a number of tracks so that you can play along to your own accompaniment. You can also connect other Midi instruments, such as a drum machine, and the system ensures that they keep

perfect synchronisation.

**MidiTrack Performer** is a tried and tested system, which includes the interface and driving software. EMR can also make a suitable Yamaha or Casio keyboard available. Though the price isn't fixed yet, the system should be available before Christmas.

### MIDI TRACK PERFORMER

Electromusic Research Ltd, 14 Mount Close, Wickford, Essex SS1 8HG. 0702-335747

## All at C

Another version of the C language is available from Advantage. It's a full Kernighan-Ritchie implementation, supporting floats, doubles, bit fields, structures and unions and is Unix C compatible.

As well as 150 library functions and optimisation tools, it includes a step-by-step tutorial, so even if the above means nothing to you at the moment, it could do soon.

For those lighter moments, Advantage also has four comic adventures, the Arnold Blackwood saga.

### ADVANTAGE-C

£39.50

### THE ARNOLD BLACKWOOD ADVENTURES

£15.95

Advantage, 33 Malmesbury Close, Chinnor, Oxfordshire OX9 4EW

## Interface Extra

Another company has entered the interface fray. RAM's Centronics and RS232C interface comes complete with a printer cable, but it's still cheaper than Amstrad's own. The casing is especially slim and it's colour matches the Amstrad's case.

### RAM INTERFACE

Ram Electronics (Fleet) Ltd, Unit 16, Redfields Industrial Park, Church Crookham, Aldershot, Hampshire GU13 0RE. 0252-850031

## Read on

If you want further information on the Amstrad, there's no shortage of reading material. In fact there's far too much to mention it all. A brief word for a handful of books though.

Priman publishes and distributes several titles, including two from Sunshine Publications on **Locomscript** and the PCW in general, plus an audio typing course. Mike Gerrard's introduction to word processing on the machine. Using the **PCW 8256**, from First Software, is extremely friendly.

The best way to keep up-to-date on a monthly basis is probably one of the magazines dedicated to the machine. There's been a spate of them recently, but the longest established is **Amstrad Computer User**, with its more recent breakaway title, **Amstrad Professional Computing**.

If you're getting into communications, there's a bi-monthly title dedicated to the subject and packed with all sorts of information on this fascinating, but at times complex, area. It's called **TeleLink** and subscription details are available from 68 Chester Road, Hazel Grove, Stockport SK7 3NY, or phone 061-480 0171.



full adjustment for height, viewing angles and seating position. It also has a steel base for stability and front lockable heavy duty castors. Height adjustments are controlled by a pneumatic spring in the central column. The standard workstation comes with desks for the monitor, keyboard and printer, which has its own stand, but optional extras include a side table and a drawer.

### IQ-161 WORKSTATION

£112.70

Intelligence Quotient Ltd,  
45 Epping Close,  
Romford,  
Essex RM7 8BH

The IQ-161 computer table adds a touch of Star Trek chic to your working environment.

## Technical drawing

If you want to use your PCW for technical drawing and none of the packages in our Graphics section is precise enough, Timatic has the answer with Microdraft. The accuracy is such that the cursor position is given in hundredths of a millimetre!

To cope with this detail it uses a zoom facility, holding the whole picture in memory, and only the small part that the screen resolution can handle actually appears. You can also pan across the surface of the drawing.

Drawing uses a menu system, and includes techniques specially suited to draughtsmen, such as cartesian and polar cursor positioning. There are also Get and Move commands to manipulate individual elements. If you want to build up a library of picture elements on disc and then introduce them into drawings, there's the Macro option.

A technical product, and one which requires a plotter to get the best from it, but it's an exciting expansion of the machine into a new field.

### MICRODRAFT

£79.99

Timatic Systems Ltd, Fareham Market, Fareham, Hants PO16 0LB. 0329-236727/239953

## More Modems

Mektronics Consultants is selling three modems from GEC for use with the PCW. All operate at 1200/75 (V23), have front panel controls and indicators, and are BABT approved.

The 1223 is the basic unit and doesn't require a separate power supply as it's line-powered. The 1223A adds auto answer and auto-disconnect, either on command or loss of signal and the 1223B has

## Alphabetical order

One feature that's missing from most word processing packages is an indexer. Ansible has come to the rescue of all frustrated authors.

Working with Locoscript Ansible Index allows full text marking, with a maximum of 1,500 phrases. It can cope with single words, phrases and their inversions, and it places selections in alphabetical order as it goes, listing page numbers in numerical order. If you need dummy numbers for typesetting purposes, these can be listed as zeros. A separate program can be used to verify the indexing and there's even a word count!

### ANSIBLE INDEX

£49.50

Ansible Information, 94 London Road, Reading, Berks RG1 5AU. 062-62576

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## Mice everywhere

If you read our demonstration of Electric Studio's Light Pen, you'll realise that we had a lot of fun with it. However, for accurate drawing it's rather too imprecise.

Now the company has a mouse, which comes with the enhanced version of the graphics software. This adds the ability to save and reload parts of a screen; expansion and contraction of windows; a lock facility to aid straight line drawing; and a co-ordinate display option for extra accuracy. The mouse interface also includes a joystick port.

Meanwhile the company is set to move into another area of graphics with a video digitiser. This allows you to take a video image and turn it into a picture on your PCW, which could be useful for all sorts of display purposes. On the software front, Electric Studio is developing a font module, for use with the graphics program.

## Keeping it under control

Amstand could help you maximise desk space and keep your PCW wiring under control. It's a simple two shelf, box unit, with room for the printer on top and the monitor inside. The screen is raised to a more comfortable viewing height,

auto call as well.

The two line-powered modems could be useful where power sockets are limited, or if you also have a portable micro. Mektronics can also provide a complete modem package, including interface cables and software.

Mektronics also operates a communications service of its own, offering a variety of services, such as confidential or public messages,

and the keyboard can be hidden underneath when you're not using it.

### AMSTAND

£20.64

Hytex Mouldings Ltd, Hallcroft Industrial Estate, Retford, Notts DN22 7SS

technical enquiries, advertising and information. All services are free and the number is 061-733 7739.

The standard used is Teletype, which means 8 data bits, no parity, at speeds of 300/300 and 1200/75.

### MODEM 1223/1223A/1223B/ MODEM PACKAGE

£89.99/£143.40/£195.50/£170.20

Mektronics Consultants, Linden House, 116 Rectory Lane, Prestwich, Manchester M25 5QB. 061-798 0803

## Keeping your contacts on file

If you have long lists of business or social contacts, Teledata is a dedicated database which allows you to keep a record of names, addresses, phone numbers and important dates, such as anniversaries or details of meetings.

The program can be used to produce lists or labels.

### TELEDATA

£21.95

Load & Run, PO Box 123, Dartford DA1 5AA. 0322-72116/73128

## Secrets from St Brides

Rural Ireland may seem an odd source of computer games, but it's from there that St Brides School has been producing witty, original adventures for some time now. Two of these are about to appear on the Amstrad, from different sources.

The Secret of St Brides sets you as Trixie Trinam, walking in the mysterious surroundings of an old school building, where everybody seems to think it's still the 1930s. It's a rip-roaring yarn, atmospherically written, capturing the tone of all those old school stories.

The Very Big Cave Adventure is a hilarious satire on the original mainframe adventure game. It features hazards like the bull in the guillotine, who will only go away if you tell him you're not there, because he's a guillotine!

### THE SECRET OF ST BRIDES / THE VERY BIG CAVE ADVENTURE

£14.95

CRL, CRL House, 9 Kings Yard, Carpenters Road, London E15 2H0. 01-895 2391

## Under its spell

When we wrote the Word Processing section there was only one spelling checker available for use with Locoscript. Now there's competition from Computer One.

The new arrival contains a dictionary of over 60,000 words, and these can be cleverly broken down, so that you can have separate sub-dictionaries. It caters for a wide range of wildcards, letting you search for close matches and includes a lot of other special commands. If this leaves you lost in a sea of words, it also contains a free hangman game.

### SPELLING CHECKER

£34.95

Computer One, Science Park, Milton Road, Cambridge CB4 4BH 0223-862616

## Give me joy

Another joystick interface has appeared for the games playing Joyce owner. This one has the distinction of coming from Kempston, whose joystick protocol has become a standard for the Sinclair Spectrum. We'll have to wait and see if PCW games producers support it too.

### JOYSTICK INTERFACE / JOYSTICK

£14.95/£29.95

Kempston Micro Electronics Ltd, Unit 4, Manton Lane, Bedford MK41 7HY. 0234-327544

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Unit 8, Falcon Street, Loughborough,  
Leics, LE11 1EH

Compumart  
HOTLINE  
0509-262259=



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# Your Amstrad can handle interactive presentation quality graphics.\* So here they are.

The Amstrad 8256 and 6128 don't simply have massive memory capacities that take them across the dividing line between home and business machines. They also have GSX graphics extension systems that make them potential producers of high quality (and highly exciting) graphics for business, educational, scientific, industrial or pure pleasure purposes.

Now Digital Research, creators of the CP/M operating systems that make this graphics capability possible, offer you two professional graphics software packages which exploit it to the full: DR GRAPH and DR DRAW.

## Data comes alive with **DR GRAPH £49.95.**

DR GRAPH lets you use data entered manually or created with popular spreadsheet programs such as SuperCalc to design vividly effective and professional line, bar, scatter and stick graphs, and pie and text-only charts, quickly and effortlessly.

Simply choose options from menus and by filling in a form.

When you've completed your selections, you've completed the graph.

Choose from three different type styles (plus your machine type) for titles, legend and annotation copy. Deploy different line styles, line and bar widths and eight filled patterns to add clarity and emphasis. Add borders, colours and labels. Bar charts can be stacked, clustered, or arranged in steps or "sticks". Pie charts can include exploded "slices".

Annotation can be incorporated, modified, and moved anywhere you want. Different graph types can be combined within one chart, and as many as four different charts or graphs can be combined on a single page.

## Ideas become art with **DR DRAW £49.95.**

DR DRAW lets you create organization charts. Flowcharts. Business logos. Technical diagrams. Maps. Or just about any shape or line drawing imaginable.

And each element can be enhanced or highlighted with a variety of colours and patterns.

Easy-to-follow menus let you select pre-programmed shapes—circles, bars, arcs, rectangles, polygons, and lines—or create your own pictures by modifying these shapes via mouse or keyboard. Add text anywhere you wish, selecting between a wide variety of type font styles.

Revise with the stroke of a key. Fill a shape with colour or patterns.

Enlarge or reduce it. Move it to a new location, or copy it.

Change type fonts, size, colour, and location with just a few simple keystrokes.

Zoom in for detailed work, then zoom back out

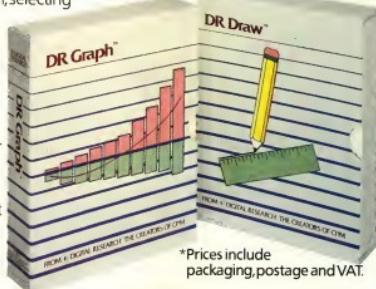
to view the entire picture. Or zoom out to fit your picture neatly in a 8½" x 11" or 11" x 8½" page layout. On extra-large drawings, you can pan the screen back and forth over each section.

## See, store, print, present!

DR GRAPH and DR DRAW let you see exactly what you've designed on screen. Then store it on disk for recall or update later. Or print or plot on paper or overhead transparency film.

Either way, you've got a totally professional presentation.

Both packages run on Amstrad CPC 6128 or PCW 8256 computers with one or two disk drives. Hard copy can be produced on any GSX-driveable printer or plotter, such as Amstrad, Epson or Shinwa printers and the HP 7470A plotter.



\*Prices include packaging, postage and VAT.

## Amstrad Professionals from Digital Research. Now Professionalism begins at home.

To place an order, send cheque to: Amstrad Sales, Digital Research (UK) Limited, Oxford House, Oxford Street, Newbury, Berkshire RG13 1JB. Or telephone Newbury (0635) 38787 or 38783, with your credit card details OR contact your local Amstrad dealer.

\*FREE telephone support for 30 days following receipt of registration card. Thereafter a full year's on-line telephone support is available for just £15.00+VAT. Full details will come with your software.



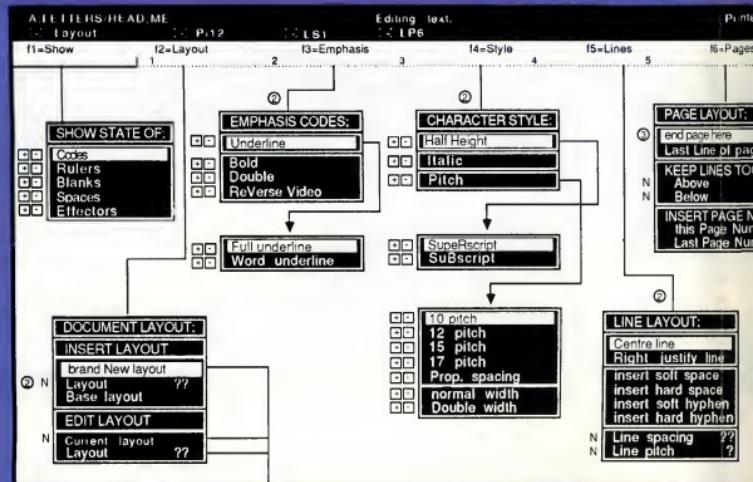
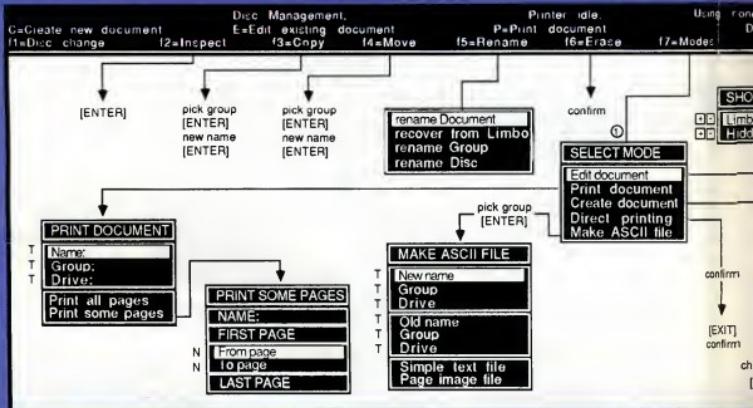
**DIGITAL  
RESEARCH**  
The creators of CP/M™

\*And high level languages, so ask about DR PASCAL MT+ and CBASIC Compiler packages £49.95 each

# 8000 PLUS

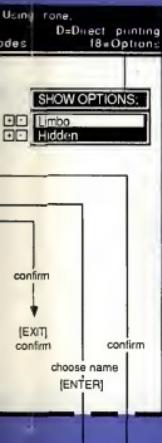
LOOK  
THE C

## DISC MANAGEMENT SCREEN

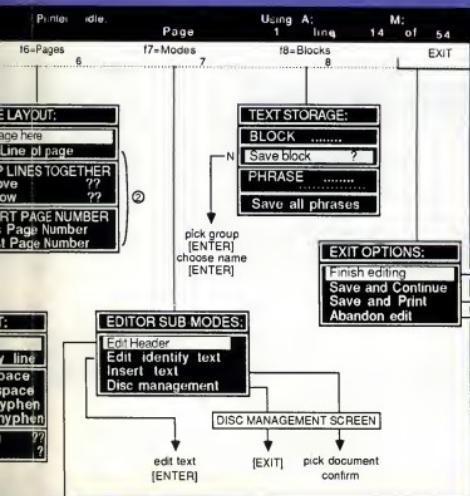


# LOCOSCRIPT

## THE GUIDE AT YOUR SIDE



EN

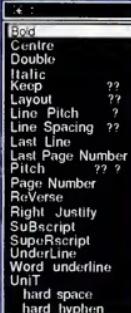


## How to use this chart

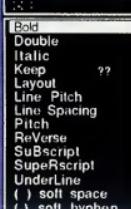
This chart shows all the possible screens and menus that you can see in LocoScript, how to get to each one and where it goes afterwards. To make it easier to read, we've used certain conventions:

- Where there's no other legend, the normal way of using a menu is to place the highlight bar over the item you want using the cursor up and down keys, and then press [ENTER] which both actions the choice and clears the menu off.
- Menu choices in capitals are headings and cannot be selected – the highlight bar will just skip over them.
- If the menu choice has  by it, then you must press  to set or  to clear the choice before pressing [ENTER] to complete.
- If the menu choice has N or T by it, then you must type a Number or some Text respectively followed by [ENTER], before pressing [ENTER] again to complete.
- Some of the simple menus that merely ask you to confirm an action have been left off – the chart just says "confirm" at these points. Press [ENTER] to proceed or [CAN] to stop.
- Where further explanation is needed, we've used a footnote.

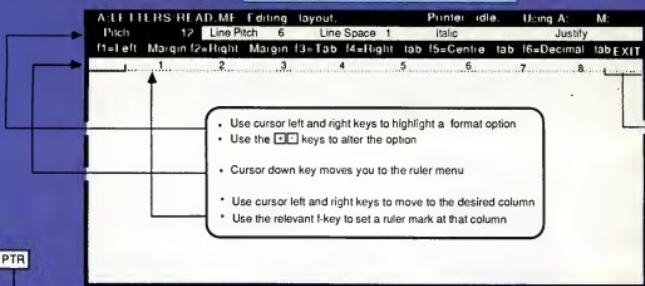
### SET MENU



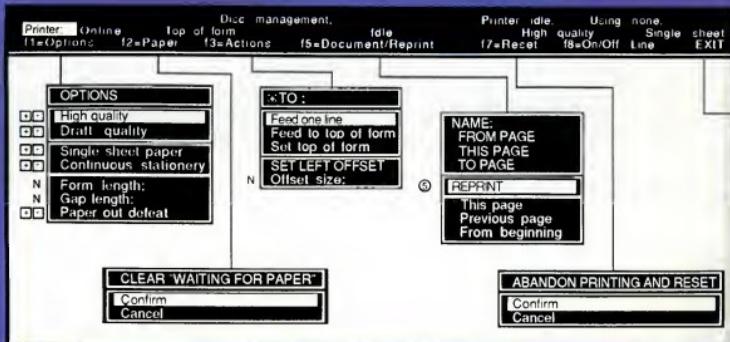
### CLEAR MENU



## EDITING LAYOUT SCREEN



## PRINTER CONTROL SCREEN



### FOOTNOTES

- The choices in this menu can be directly accessed from the Disc Management screen by their initials E, P, C, D as appropriate.
- This choice, or all choices in this menu, can also be accessed with the SET (  ) and CLEAR (  ) menus - see the LocoScript manual pp 121-123.
- This choice can be directly typed with the key combination [ALT]+[RETURN].
- The UNIT choice can only be accessed by the set menu.
- The REPRINT choice can be highlighted but not selected. You must use one of the choices below it on the menu. LocoScript is a trademark of Locomotive Software Ltd.

Hold down **CTRL** to get:



## EDITING PAGINATION SCREEN

A LETTERS READ ME Editing pagination. Printer idle. Using A: M: Page ... line ... of 54  
 F1=Layout F2=Print F3=LS1 F4=LP6 F5=Show F6=Layout F7=Emphasize F8=Style F9=Lines F10=Pages F11=Mode F12=Blocks EXIT

1	2	3	4	5	6	7
end of header 1 : used for all pages						
end of footer 1 : used for all pages						
end of header 2 : used for no pages at all						
end of footer 2 : used for no pages at all						

F1, F2, F3, F4, F5, F6, F8 all  
function as in the editing menu

• EXIT PAGINATION EDITING.

- Use this pagination
- Recover old pagination
- Empty pagination text
- Abandon edit altogether

Return to Edit

Disc Management screen

## EDITING HEADER SCREEN

A LETTERS READ ME Editing header. Printer idle. Using A: M:  
 F1=Layout F2=Characters F3=Tab Count F4=Breaks F5=Page Size F6=Pagination EXIT

1	2	3	4	5	6	7	8	I

**MAXIMA:**

N 5 layouts  
N 10 tabs... each

**PAGE SIZE:**

N Page length  
N Header zone position  
N Footer zone position

**CHARACTERS:**

Zero is Ø  
Zero is 0  
Decimal is .  
Decimal is ,

**PAGE BREAKS:**

WIDOWS & ORPHANS  
Prevented  
Allowed

BROKEN PARAGRAPHS  
Prevented  
Allowed

**PAGINATION:**

N First page number  
 All pages same  
 First page differs  
 Last page differs  
 Odd/even pages differ

FIRST PAGE  
Header enabled  
Footer enabled

LAST PAGE  
Header enabled  
Footer enabled

confirm

check EXIT

SET

the key combination

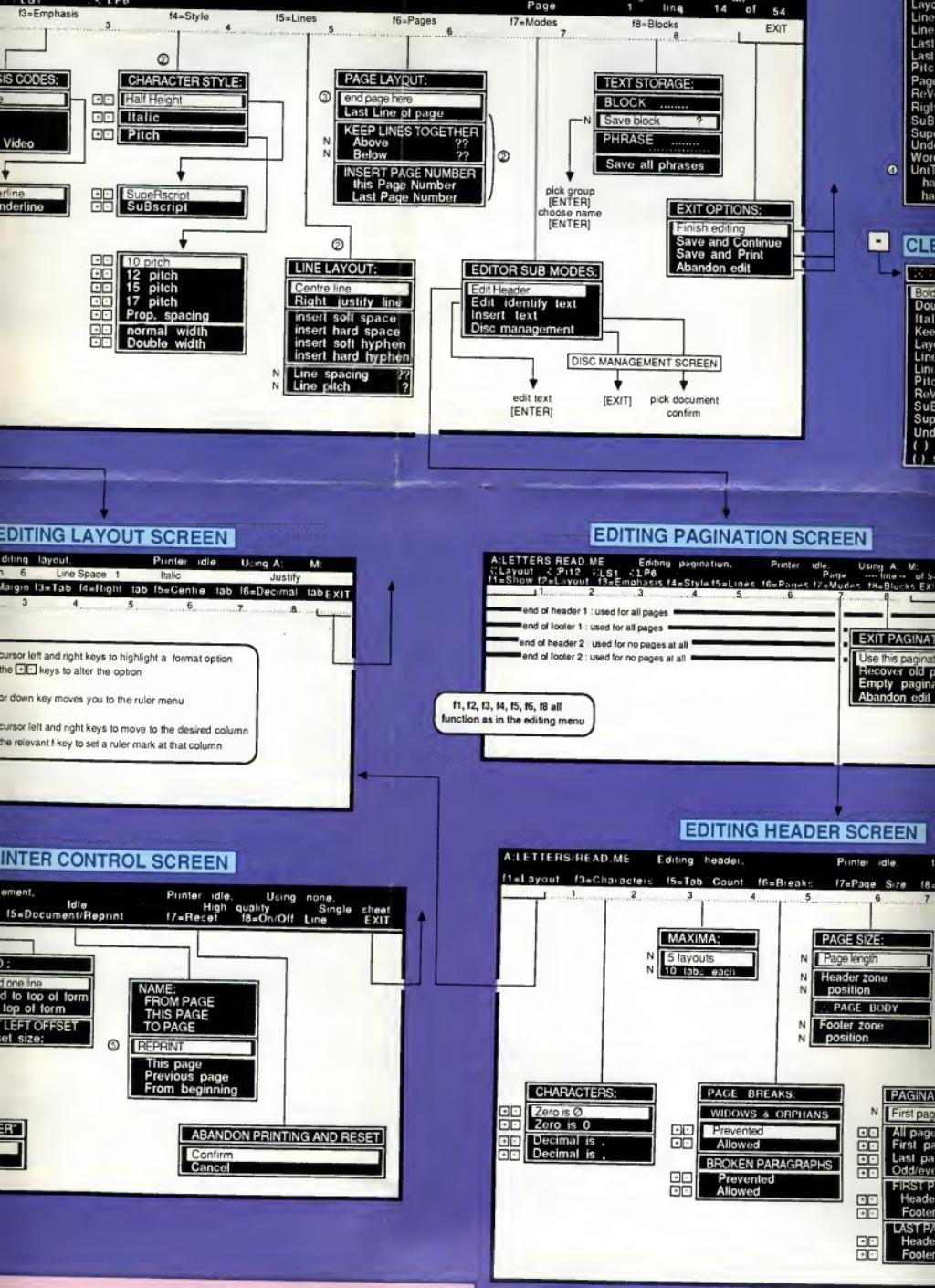
the set menu.

but not selected - you  
menu.

Ltd.

Hold down [CTRL] to do:



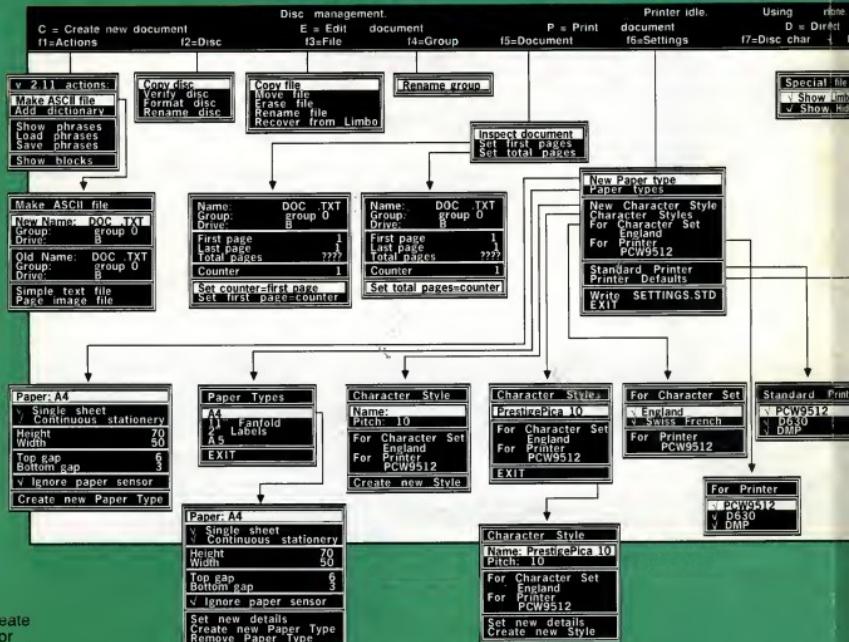


# 8000 PLUS

# LOCOSO

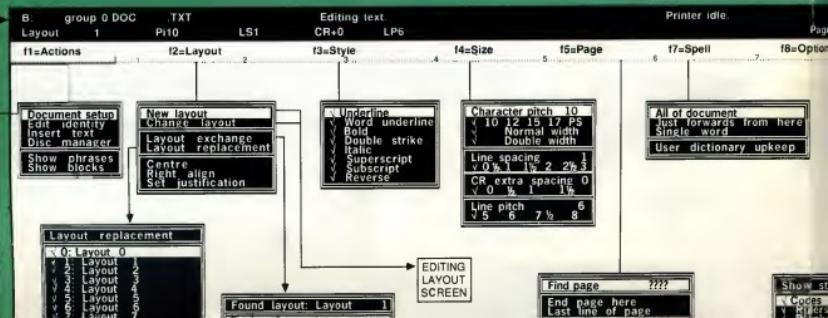
THE GUIDE AT

## DISC MANAGEMENT SCREEN



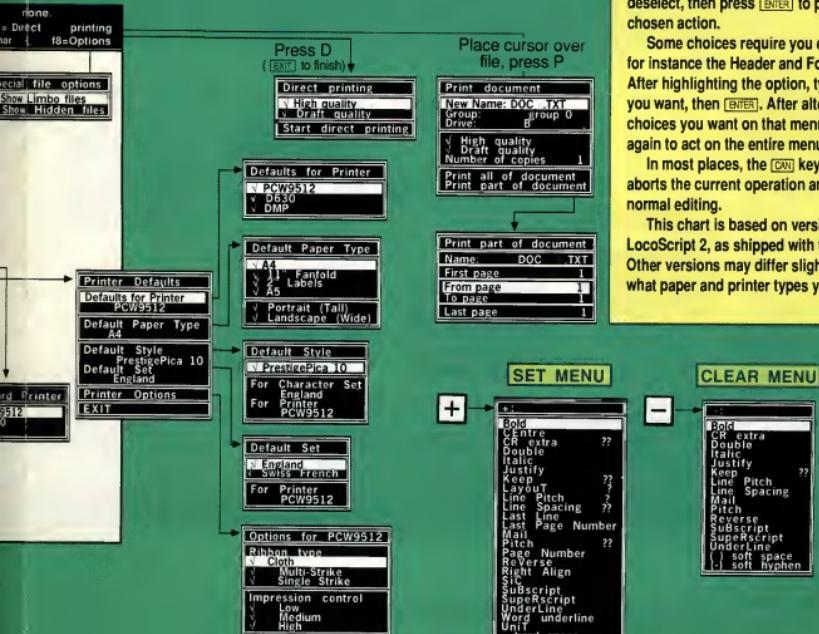
Create or  
Edit file

## EDITING TEXT SCREEN



# SCRIPT 2

## AT YOUR SIDE



## How to use this chart

This chart details all the menus available in LocoScript 2. The normal procedure is to press the f-key (**f1**, **f2**, etc.) linked with the menu, use the cursor keys to move the highlight bar over the choice you want, then press **ENTER**.

Options marked with a tick (✓) need to be specially 'selected'. Press **Space** or **Esc** to select or deselect, then press **ENTER** to perform the chosen action.

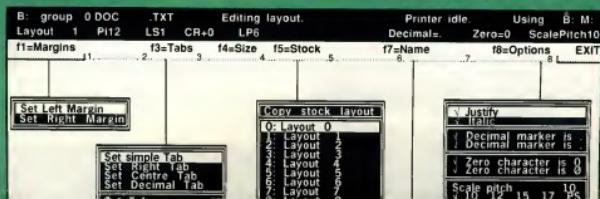
Some choices require you enter a number, for instance the Header and Footer size menu. After highlighting the option, type the number you want, then **ENTER**. After altering any other choices you want on that menu, press **ENTER** again to act on the entire menu.

In most places, the **CAN** key (for 'Cancel') aborts the current operation and returns to normal editing.

This chart is based on version 2.11 of LocoScript 2, as shipped with the PCW9512. Other versions may differ slightly, depending what paper and printer types you have set up.

The Set and Clear menus are shortcuts for most of the main editing menus. For example, typing **B** turns on Bold, and **b** turns it off again. To use these menus, type **B** or **b** followed by the capitalised letters in the choice you want. The menu itself won't appear unless you deliberately wait for a few seconds. If a number is needed, you will be prompted to type it in and press **ENTER**.

## EDITING LAYOUT SCREEN

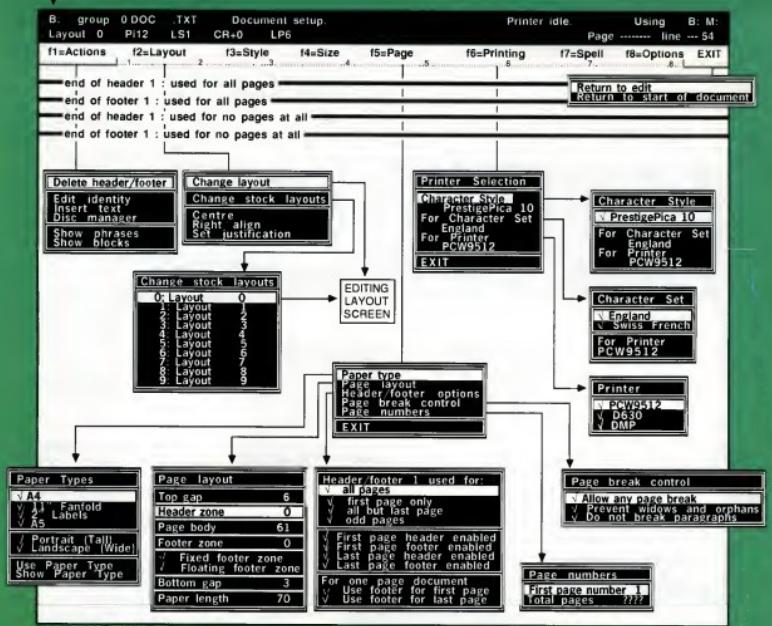


Automatic replacement

Replace by stock layout  
Leave layout as it is  
Change layout  
Abandon layout exchange

Last line of page

## DOCUMENT SETUP SCREEN



Hold down **ALT** to get:



Hold down **EXTRA** to get:



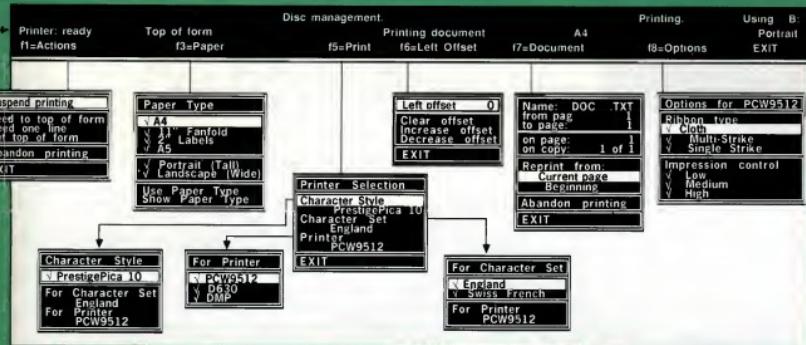
Books  
Spaces  
→ <→ symbols

Set Tab every ??  
Clear Tab  
Clear all Tabs

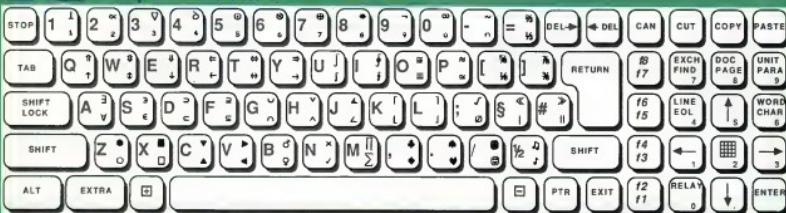
1 10 12 15 17 PS  
8 Layout 9  
9 Layout 10  
Name: Layout 1

PTR

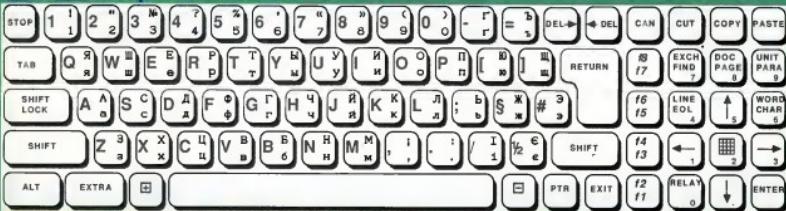
## PRINTER CONTROL SCREEN



ALT + F7 sets up these characters:



ALT + F5 sets up these characters:



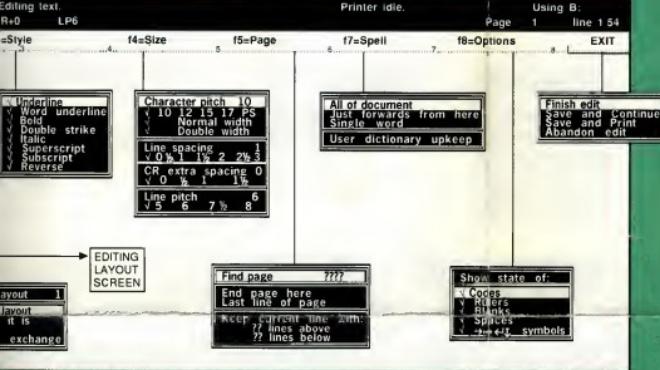
ALT + F3 sets up these characters:



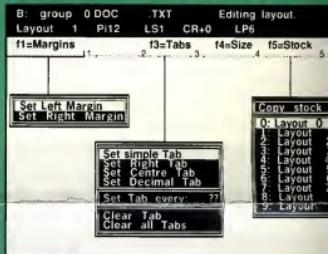
To get back to normal characters, do a ALT + F1



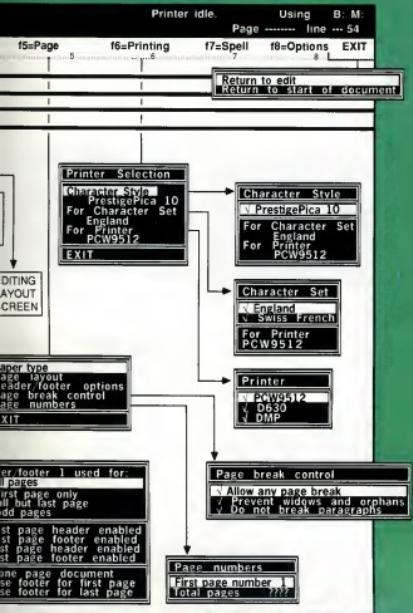
## **EDITING TEXT SCREEN**



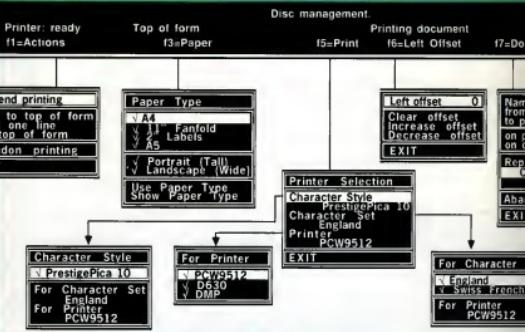
The Set and Clear menu items. For example, again. To use these menu letters in the choice you deliberately wait will be prompted to type



## SETUP SCREEN



PTR



⑦ sets up these characters:



# The Complete Guide to the Amstrad PCW LOCOSCRIPT AT

8256 & 8512

## Using this Wallchart

### CURSORS

Locoscript uses two types of cursor. The first is a small flashing oblong. This type includes: The Editing Cursor, which appears as you type in text. The Ruler Cursor, which moves along the ruler bar at the top of the Editing Screen as you type in the text. The other is a long Cursor Bar. This type includes: The Menu Selection cursors, The Group and File Cursors on the Disc Management screen. Both types of cursor are moved with the Cursor Control Keys, which are on the right of the keyboard.

### ENABLE/DISABLE

The keys for Enable [H] and Disable [J] are found on either side of this space bar. Their main uses are to Select or Cancel options on menus or to indicate to Locoscript that you are about to enter a control code. Some menus do not need [H] or [J]; just move the cursor bar till the option required has a tick by it, then press [ENTER].

### EMERGENCIES

In case of emergency, the two vital keys are STOP [E] and CANCEL [F], found on the top row. [E] will cancel a menu you enter if by mistake, [F] stops a process, such as printing text. It will request another [STOP] for confirmation. For your test insurance is to save a document regularly, use [ENTER], then selecting Save and Continue with the cursor bar. Then, even if you have to switch off the machine, you will still have a recent version of your file.

This Guide to Locoscript is based on version 1.20, which differs from previous versions in its handling of serial printing of documents and creating ASCII files. To upgrade to earlier versions, contact Amstrad.

## Printer

Printer Control State is obtained with the [PRNT] key or by pulling back the bail bar on the printer, for various printing operations.

Printing document or idle.

Online: ready to print. Offline: on paper or [12] to clear. Active: Bail bar back, loading.

Current position of printing.



### OPTIONS



## Disc Management

Disc Management is the start up screen and you return to it whenever you want to manipulate a file. Look upon each of its sections as boxes in which you place your documents by type.

### STATUS BAR

Use initial letters from the Disc Management screen. C-CREATE a new document in the group containing the cursor. E-EDIT the document indicated by the cursor. P-PRINT the document indicated by the cursor. D-ENTER Direct Printing state.

Drive number:

Drive memory used.

Drive memory remaining.

Group memory used.

Group memory free.

File cursor. Cursor Keys to move.

Group Cursor Cursor Keys +

File Cursor. Cursor Keys to move.

Group Cursor Cursor Keys +

File Cursor. Cursor Keys to move.

Group Cursor Cursor Keys +

File Cursor. Cursor Keys to move.

Group Cursor Cursor Keys +

File Cursor. Cursor Keys to move.

Group Cursor Cursor Keys +

File Cursor. Cursor Keys to move.

Group Cursor Cursor Keys +

File Cursor. Cursor Keys to move.

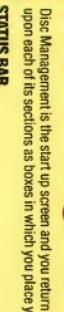
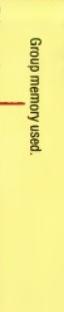
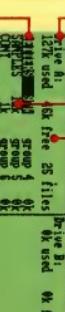
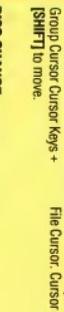
Group Cursor Cursor Keys +

File Cursor. Cursor Keys to move.

Group Cursor Cursor Keys +

File Cursor. Cursor Keys to move.

Identifies a selected document.



## Direct Printing

Direct Printing [D]: LEFT/RIGHT or

Screen] turns the PCW into an intelligent typewriter. Text can be altered until [RETURN] is pressed.

When it is printed but not stored. This allows accurate positioning of

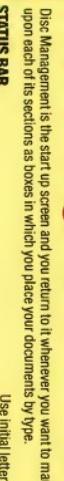
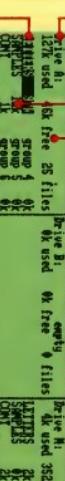
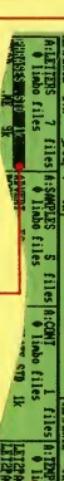
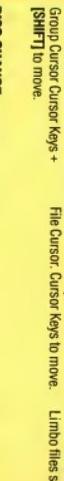
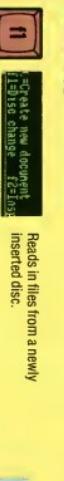
the print head when filling in forms etc. Use 'Left Offset' to

control left margin [PRNT] [3]:

Selects 'Left Offset' with the cursor bar. Rightmost cursor key

sets the print position by the column. + [Shift] they set the print

options.



**OPTIONS**

Select Print quality [+1] or [-1]

Select Single Sheet or Continuous Paper, [+1] or [-1]

Lines at top/bottom paper group length: [+1] or [-1]

Lines per page in 1/16 inch. Disable to stop printer near bottom of paper [+1] or [-1]

Set automatically for Single Sheet (A4) or Continuous (11 inch) paper.

**PAPER**

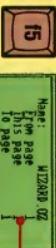
Clears "Waiting for Paper" if Printer already contains paper. [ENTER]

**ACTIONS**

+ to : Advances paper one line. [+1] or [-1]

Set top of form. Set left offset. Offset size:

0-99 sets distance from left margin to start of printing

**DOCUMENT/REPRINT**

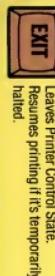
Current position of printing

Select where printing resumes with cursor bar and [+].

**RESET**

Toggles Printer On/Off line. Stops printing resuming when leaving

Printer Control State if it's temporarily halted.

**ON-OFF LINE**

Leaves Printer Control State.

Resumes printing if it's temporarily halted.

Type in Identity text here.

Select document with the file cursor. [14] Select destination group with the group cursor. Rename a file of the same name if a new name is required. [ENTER] Original file remains.

**COPY**

Select document with the file cursor. [14] Select destination group with the group cursor. Rename a file of the same name if a new name is required. [ENTER] Original file remains.

**MOVE**

Select document with the file cursor. [14] Select destination group with the group cursor. Rename a file of the same name if a new name is required. [ENTER] Original file remains.

**RENAME/RECOVER FROM LIMBO**

Select Limbo document with file cursor. [15] Select 'Recover from Limbo' option with cursor bar. [ENTER] Rename a file of the same name if it already exists in the group or if a new name is required. [ENTER]

**ERASE**

Select document with file cursor. [16] Select desired Rename option with cursor bar. [ENTER] Type in new name for document group or disc as desired. [ENTER]

**OPTIONS**

[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

**PITCH**

[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

**LAYOUT**

[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

**PAGE NUMBER**

[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

**REVERSE VIDEO**

[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

**RIGHT JUSTIFY**

[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

**SOFT SPACE**

[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

**SUPERSCRIPT**

[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

**SUBSCRIPT**

[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

**UNDERLINE**

[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

**UNIT**

[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

**WORD UNDERLINE**

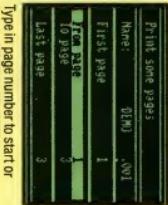
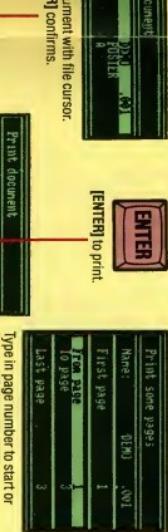
[ENTER] confirms. Document is held in Limbo until it's erased again or the disc is full.

# A-GLANCE WALLCHART

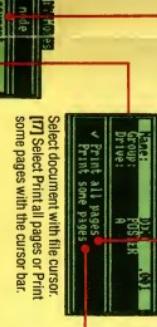
## Editing

Creating or altering a document are both editing procedures. Try to learn at least the most common control codes, so that you can continue typing without having to pull down a menu. [H] or [F] followed by the del key in the middle of the cursor a rows calls up a help menu for enabling or disabling codes. Use the Cut and Paste options rather than deleting with the [DEL→] and [DEL←] keys then re-typing.

### STATUS BAR



Type in page number to start or finish. [ENTER][ENTER] to print



Select document with file cursor.  
[T] Select Print all pages or Print some pages with the cursor bar.



Select Group with group cursor.  
[T] Type in name: 8 characters. 3 characters (numbers, : and — are allowed) [ENTER] confirms.

[ENTER] confirms Direct Printing  
(see box).

Position cursor on first character of text to be cut.

First character of text to be copied.



[T] Select destination with group cursor. [ENTER]. Rename if a file of the group or if a new name is

Layout in operation.  
— is Base Layout.



Pitch  
Line Spacing

Line Pitch

Printer status; simultaneous Editing and Printing are possible.



Current Line Number increase by  
Bold, Double Strike, Italic are shown here, if embedded.

Line Space.

Lines to the page—  
Body Copy length.



Move cursor to first character after text to be cut.



Text is removed.



Select document with file cursor.

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Select document with file cursor.

CUT

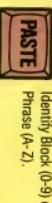


Select destination with group cursor. [ENTER] Rename if a file in the same name if a new file is required. 'Simple text file contains no detailed layout information other than tabs and returns. Page image file has identical line breaks to the original and ASCII form files, suitable for sending via electronic mail. Avoid mixing ASCII and Looscript files on the same disc.

image file has identical line breaks to the original and ASCII form files, suitable for sending via electronic mail. Avoid mixing ASCII and Looscript files on the same disc.

FILE/OPEN/101		
[+] and [-] Reveal and Conceal Limbo and Hidden (operating system) files.		
ENABLE	DISABLE	KEY NOTES
[+B]	[-B]	13
[+C]	[-C]	15
[+D]	[-D]	13
[+P]	[-P]	14 ??-PITCH: default=12.
[+HYPHEN]	-	15 Line will not break at HYPHEN.
[+SPACE]	-	15 Line will not break at SPACE.
[+L]	[-L]	14
[+GETHER]	[-GETHER]	16 Keeps ?? LINES above [-L] or below [+L] the code together.
[+?]?[ENTER]	[-LT]	12 ??-LAYOUT number. [-L] returns to BASE LAYOUT.
[+UP]?[ENTER]	[-LP]	15 ??-o/y/1/y/(2/2)y/3; [-L] returns to BASE LINE SPACING; default=1
[+LS]?[ENTER]	[-LS]	15 ??-o/y/1/y/(2/2)y/3; [-L] returns to BASE LINE SPACING; default=1
PAGE	+[L]	16 Use 6 to end of LINE only.
NUMBER	+[NUM]	16 Inserts NUMBER.
[+P]?[ENTER]	[-P]	14 ??-10/12/15/17/P (Proportional Spacing); [-P] returns to BASE PITCH; default=12.
R	+	16 Inserts NUMBER.
EO	[-RV]	13 Only seen on screen.
ED	+	15 Word breaks with HYPHEN if too long.
EW	+	15 Line breaks with SPACE if too long.
EW	+	14 on HALF HEIGHT option.
EW	[-UL]	13
EW	-	13 Used with the UNIT search key.
EW	[-UL]	13

Position cursor where first character of pasted text is to appear.

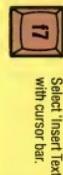


Phrase (A-Z).

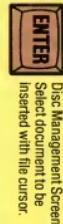
Text appears from cursor position.

## Inserting a Document

Position cursor where first character of inserted document is to appear.



Select 'Insert Text' with cursor bar.



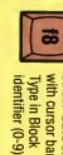
Disc Management Screen. Select Group to file Block with name (8 characters, 3 characters). Inserted with file cursor.



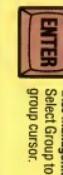
Disc Management Screen. PHRASES, STD file is automatically created in Group 1, Drive M, replacing any existing PHRASES, STD file.

## CODES CHART

## Saving a Block



Select 'Save block' with cursor bar. Type in Block Identifier (0-9).

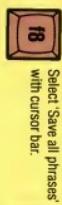


IDENTITY Block (0-9) or PHRASES, STD file is automatically created in Group 1, Drive M, replacing any existing PHRASES, STD file.



To save permanently, transfer PHRASES, STD file to Group 1 on a disc containing Looscript, using Copy (13) from the Disc Management Screen.

## Saving Phrases



Select 'Save all phrases' with cursor bar.



PHRASES, STD file is automatically created in Group 1, Drive M, replacing any existing PHRASES, STD file.

To save permanently, transfer PHRASES, STD file to Group 1 on a disc containing Looscript, using Copy (13) from the Disc Management Screen.

## Exit

Saves to disc. Returns to Disc Management screen.

Saves to disc. Cursor to top of document.



Save and Print  
Save and Discard

Returns to Disc Management screen without saving.

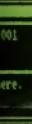
## SPECIAL KEY COMBINATIONS

[ENTER]-[ALT]  
NUMERIC KEYPAD-[EXTRA]  
[RELAY]-[ALT]  
[EXTRA]-[SHIFT]-[EXTRA]  
[PTR]-[EXTRA]  
CAPS LOCK  
ENABLE NUMBERS  
NUMBER LOCK FOR KEYPAD  
RESET COMPUTER  
SCREEN DUMP TO PRINTER

Existing document		Print document		Direct printing	
Cop	File-New FS-Rename	F8-Erase	F7-Holes	I-Optim	
ive B:	empty	Drive N:	4k used 352k free	2 files	
Ok used	0k free 0 files	LETTERS	2k group 4	0k	
		SIMPLAS	0k group 5	0k	
		CONT	2k group 6	0k	
		TEMPLATE	0k group 7	0k	
5 Files	A:CONT	1 files	A:TEMPLATE 12 files	0 limbo files	
files					

Cursor. Cursor Keys to move. Limbo files still recoverable.

Reads in files from a newly inserted disc.



Identifies a selected document.

Select document with the file cursor. [I3] Select destination group with group cursor. [ENTER] Rename if a file of the same name already exists in the new group or if a new name is required. [ENTER] Original file remains.

Select document with the file cursor. [I4] Select destination group with group cursor. [ENTER] Rename if a file of the same name already exists in the new group or if a new name is required. [ENTER] Original file is removed.

rename document	
New Name:	?
Old Name:	?
Group:	?
Drive:	?
rename Group	
New Name:	?
Group:	
Drive:	?
rename Disc	
New Name:	?
Drive:	?

Select document or group with file or group cursor. [I5] Select desired Rename option with cursor bar. [ENTER] Type in new name for document, group or disc as desired. [ENTER]

Select document with file cursor. [I6] [ENTER] confirms. Document is held in Limbo until it is erased.

## MODES



Select mode

[F17] Options

Print document

Create document

Direct printing

Make ASCII file

## Print document

Name: DDX .001

Group: FOSTER

Drive: A

✓ Print all pages

Print some pages

Type in page number to start or finish. [ENTER] [ENTER] to print.

Select document with file cursor. [I7] Select Print all pages or Print some pages with the cursor bar.

## Create document

Name: POOL.DAT .001

Group: FOSTER

Drive: A

## Direct printing

confirm ✓

cancel

Select Group with group cursor. [I7] Type in name: 8 characters. 3 characters (numbers', and - are allowed) [ENTER] confirms.

## Make ASCII file

New Name: DEMO .001

Group: CONT

Drive: A

Old Name: DEMO .001

Group: FOSTER

Drive: A

✓ Simple text file

Page image file

Select document with file cursor. [I7] Select destination with group cursor. [ENTER]. Rename if a file of the same name already exists in the group or if a new name is required. 'Simple text file' contains no detailed layout information other than tabs and returns; 'Page image file' has identical line breaks to the original and ASCII form feed files, suitable for sending via electronic mail. Avoid mixing ASCII and Locoscript files on the same disc.

## OPTIONS



[+] and [-] Reveal and Conceal Limbo and Hidden (operating system) files.

CODES CHART				
Effect	Enable	Disable	Key	Notes
BOLD	[+I8	[−]B	I3	
CENTRE	[+I]C	*	I5	
DOUBLE STRIKE	[+I]D	[−]D	I3	
DOUBLE WIDTH	[+P?]P[?][ENTER]	[−]P	I4	??=PITCH: default=12.
HARD HYPHEN	[+I][HYPHEN]	*	I5	Line will not break at HYPHEN.
HARD SPACE	[+I][SPACE]	*	I5	Line will not break at SPACE.
ITALIC	[+I]	[−]I	I4	
KEEP LINES TOGETHER	[+K?]K[?][ENTER]	[−]K[?][ENTER]	I6	Keeps ?? LINES above [−] or below [+] the code together.
LAYOUT	[+I?]I[?][ENTER]	[−]LT	I2	??=LAYOUT number: [−] returns to BASE LAYOUT.
LINE PITCH	[+I]LP[?][ENTER]	[−]LP	I5	?=6 or 8: default=6.
LINE SPACING	[+I]LS[?][ENTER]	[−]LS	I5	?=?0/1/11/2/2/2/3: [−] returns to BASE LINE SPACING; default=1
LAST LINE OF PAGE	[+I]LL	*	I6	Use f6 at end of LINE only.
LAST PAGE NUMBER	[+I]LPN	*	I6	Inserts NUMBER.
PITCH	[+I]P?P[?][ENTER]	[−]P	I4	?=?10/12/15/17/P (Proportional Spacing); [−] returns to BASE PITCH; default=12.
PAGE NUMBER	[+I]PN	*	I6	Inserts NUMBER.
REVERSE VIDEO	[+I]RV	[−]RV	I3	Only seen on screen.
RIGHT JUSTIFY	[+I]RJ	*	I5	
SOFT HYPHEN	*	[−]I[HYPHEN]	I5	Word breaks with HYPHEN if too long.
SOFT SPACE	*	[−]I[SPACE]	I5	Line breaks with SPACE if too long.
SUBSCRIPT	[+I]SB	[−]SB	I4	I4: on HALF HEIGHT option.
SUPERSCRIPT	[+I]SR	[−]SR	I4	I4: on HALF HEIGHT option.
UNDERLINE	[+I]UL	[−]UL	I3	